

Middletown Springs Public Library
Regular Trustee Meeting
Wednesday, June 26, 2019
7:00 at the Library

APPROVED MINUTES

Present: Kristal Hier, Kimberly Bushnell, Alida Tarbell, Patty McWilliams, Beth Miller

1. Call to Order 7:06
2. Changes, Additions, Approval of Agenda
 - No changes
3. Approval of Minutes
 - Patty moved to approve minutes of May 22, 2019, Alida seconded, motion carried
4. Policy Review & Discussion
 - No policies for review – tabled until September
5. Treasurer’s Report
 - Beth moved to approve Treasurer’s Report; Kristal seconded; motion carried
6. Librarian’s Report
 - See below
7. Friends Update
 - Have agreed to sponsor Zookeepers in the amount of \$200 and want to be involved as well
 - Friends paid for Sissy’s appetizers for Pre-Book Sale Gathering
 - Next meeting July 9, 2019
8. Building Committee Update
 - Still working on feasibility study
8. Old Business
 - Zookeepers
 - July 26 – 7pm
 - Approval to be at the school
 - Will need lots of electrical cords
 - Backdrop to be tie-dyed by Jen Dattoli
 - Poet Laureate to perform before Zookeepers
 - Meet at Beth’s on July 14 for prop building (Beth to make lunch)
 - Strategic Plan
 - Tabled - Need a full board to discuss
 - Recap on Book Sale
 - Patty will make a donation to Historical Society for our use during the Book Sale
 - Town Audit
 - Waiting for final report
 - Will begin signing orders as soon as possible
9. New Business

- First month with signing board orders for payroll
10. Other Lawful Business
11. Next Meeting Date –
- August 28, 2019
12. Patty moved to adjourn; Alida seconded; motion carried. Meeting adjourned at 8:40.

Respectfully submitted,
Beth Miller
Secretary

Librarian's Report June 2019

Staff/Volunteers:

- **Job Description** – librarian/library director job description still needs updating. No progress by KB.
- **Volunteers** – new volunteer, Maria Riley! (4th Mondays)

Collection:

- **FOL \$1000 spent** – children's books purchased per FOL request. They have book plates FOL gift.

Programs/Events:

- **Make Music Day** – small but positive response. Kudos to Melissa for planning event & organizing logistics. It's on the calendar for next June 21!
<http://www.makemusicday.org/about/faq/>
- **Summer Programing** – Theme: A Universe of Stories (Space)
 - **Kick Off** – tie-dye on Library Lawn (Jun 29)
 - **Story Hours** – multi-age with stories, craft/activities (Jul 10, ,17, 24, 31)
 - **Stuffed Animal Sleepover** (July 30)
 - **Teddy bear Breakfast** (July 31)
 - **Town Challenge** – *Reading to the Moon*
 - 1 page = 10 miles. Kids, teens, adults tracking pages read and reporting them to Mission Control (the library). Moon is 238,900 miles (or 23,890 pages) away. June 15-Labor Day.
- **Scrabble Night** – First Tues, Third Mondays ... continuing
- **Book Group:** Thursdays at 7pm
 - *The Lost Garden* by Helen Humphreys – June 27

Infrastructure:

- **Exterior issues**
 - **Parking Lot** –is creeping towards walkway & building which may impact septic tank & field.
 - **Walkway** – abundant growth this spring makes it less passable than usual.
- **Monoxide/Fire Alarm** – low battery beep NOT remedied with new battery. A mystery.

- **Fuel Pre-Buy** – postcard from Sam’s U-Save. Never pre-bought before but I thought I’d bring it up.
- **DVD/Surround Sound system** – Hugh is researching options. All of them have costs associated.
- **Cushions** – fabric collected. Project put off until after story hour series and before Toddler restarts.
- **Librarian’s Computer** – nothing purchased yet... Troubling malfunction has stopped happening so ok for the moment. Should probably plan that it will be an expense.

Fundraising/Grants:

- **Zookeepers Concert** – plans to be finalized at meeting & then we promote the heck out of it!!
- **Book Sale** – successful in that we cleared more than \$1000. Plan to write up a checklist for new logistics since we’ve now had two at MSHS.
- **Annual Appeal** – money coming in and thank you’s going out [\$2796 to date, by my calculations]
- **Calendar** – Reply forms page after June so we should start seeing renewals. Forms due back Sept 1. Plan to have all info & money gathered by Oct 1!
- **VT Reads** – application submitted. Haven’t heard back yet. March: Book 1 by John Lewis, Andrew Aydin, Nate Powell is part one of a graphic trilogy, part autobiography of John Lewis and part history of the Civil Rights Movement

Policy: No policy work until fall.

- **Children in the Library** – our policy & best practices have been tested recently. Resolution is at hand.

Friends:

- **Co-Sponsoring (Underwriting)** – Zookeepers Concert \$200. We need to discuss how to help make them visible and how we want them to help.
- **Library Programming** – FOL is talking about hosting some kid-driven events (story hours or craft event?).
- **Lawn Sale** – scheduled for Sat, Sept 28.
- **Next meeting** - Tuesday, July 9 at 7pm.

As always, it is a pleasure to serve this board and town.
Thank you for your continued support.

Respectfully Submitted,
Kimberly Bushnell, Library Director