

DOROTHY ALLING MEMORIAL LIBRARY

TRUSTEE MINUTES FOR JANUARY 23, 20223

UNAPPROVED

Present: Karla Karstens, Diane Downer, Charity Clark, Shari Westman (virtual), Barbara Mieder; librarians Jane Kearns and Danielle Doucette

Absent: Steve Perkins, Brian Goodwin

Secretary's report: The secretary's report was approved without corrections.

Treasurer's report: Karla Karstens reported no transactions.

Friends of the Library report: The Friends have not met since December. There was a brief discussion regarding the location of the July 4 book sale.

Current budget report:

- The Trustees looked at the report for November, 2022 (the most recent report available). The goal was 41%, and we're at 37%.

Librarian's report:

General updates:

- The staff has a brainstorming session scheduled this week for the Scoping Study.
- There are questions about the suspension of the bookmobile. Jane will continue looking into this.
- The annual reports have been sent out.
- Jane will conduct half of the staff evaluations this week. The other half is scheduled for June.
- Sarah Hibbeler is researching possibilities for attending an annual conference.
- The AARP tax preparers are returning on Sunday.
- The Select Board approved the FY24 operating budget including increasing the assistant librarian position to full-time.
- Two student librarians will be graduating in June.

December library statistics:

- Circulation is up a little bit and there has been a jump in patron visits. Wi-Fi use is also up, and Overdrive audiobooks are way up.
- The Trustees reviewed the quarterly report and statistics that Jane shared with the Select Board.
- Monthly newsletters are sent to 1680 patrons, and they have an open rate of 47%.

Staff report: Danielle Doucette Assistant Youth Librarian, reported.

- The Giving Tree has resulted in \$1045 in donations. The most popular items have been picture books, fiction, and DVDs.

- There have been a lot of youth patrons after school, but the numbers remain manageable.
- There are two teen volunteers who are helping with such things as shelf reading, crafts, and shifting books.
- Passive craft programs such as puzzles on tables have been popular as has the butcher block paper on the tables that kids can draw on.
- Other popular programs include Pokémon Club, Dungeons and Dragons, and pre-school music.
- A new Kids in the Kitchen program has started in conjunction with the Brownell Library.
- There are two Saturday events planned for February. A French story hour is starting in conjunction with the French conversation program for adults. And there is an evening story hour coming up.
- Planning is also starting for the summer reading program.

Scoping Study Steering Committee Report:

- Karla reported that not a lot is happening yet. There has been an organizational meeting with a plan to gather information. Three meetings are planned between now and Town Meeting Day.
- A community survey will be launched on Town Meeting Day. The survey will also include 1000 personal interviews.
- The committee will tour the library and meet at the library to see the library's needs.
- There is discussion regarding what is meant by a "community center."
- Karla has been named chair of the committee.
- Karla and Diane reported on their visits to the Shelburne and South Burlington libraries.

New Business: Charity plans to talk to representatives of the Williston Historical Society about how the WHS fits into the plans of the Scoping Study and plans for the library, but this hasn't happened yet.

Old business: None.

Adjourn: The meeting was adjourned at 8:35.

Next meeting: February 13, 2023, at 7 p.m.