

# **DOROTHY ALLING MEMORIAL LIBRARY**

TRUSTEE MINUTES FOR APRIL 18, 2022

## **UNAPPROVED**

**Present:** Karla Karstens, Steve Perkins, Diane Downer, Charity Clark, Shari Westman, Brian Goodwin, Barbara Mieder (virtual); librarians Jane Kearns and Deb Roderer

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

**Treasurer's report:** Karla reported that she is working on renewing membership in the VLA for all Trustees.

**Friends of the Library report:** The Friends have started planning for the July 4 book sale. They are also sponsoring a reptile program for families on April 30.

### **Current budget report:**

- The Trustees looked at the report for March. The goal was 75%, and spending is a bit under budget. However, we should end the fiscal year on target.

### **Librarian's report:**

- March statistics: As was noted in previous months, electronic usage keeps increasing. It is now 15% of circulation. The library is doing outreach to help patrons access electronic materials.
- Operations updates:
- There has been a staffing challenge due to the spread of the latest COVID variant.
- The library has received \$4863 in the second round of ARPA funds. This is being used for more foreign language materials and a new book drop. The picnic table in front of the library was also purchased with ARPA funds.
- The library has once again begun outreach to the schools.
- Work has started on refreshing the library's website.

**Staff report:** Deb Roderer, Assistant Librarian, reported.

- She expressed thanks on behalf of the library staff for the Trustees' recognition during National Library Week.
- She is supervising volunteers working on inventory.
- Preparations are being made for the summer bookmobile.
- Volunteers are back after the pandemic hiatus.
- As the fiscal year winds down, she is doing end-of-year purchasing.

**New Business:** Jane reviewed the status of progress on the Strategic Plan. The current plan goes through 2023, and there was some discussion when planning should begin on writing the next plan. The Trustees told Jane how helpful it is to see the goals spelled out so that we can track our progress.

**Old business:** A motion was made to approve the Bylaws and Policies which the Board has been working on for the past few months. The motion was approved.

**Adjourn:** The meeting was adjourned at 8:07.

**Next meeting:** May 16, 2022, at 7 p.m.