

# **DOROTHY ALLING MEMORIAL LIBRARY**

## **TRUSTEE MINUTES FOR JUNE 19, 2023**

### **UNAPPROVED**

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

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

**Treasurer's report:** Shari Westman reported that the dispersal from the Vermont Community Fund has been received.

**Friends of the Library report:** Barbara Mieder reported that preparations for the July 4 used book sale are well underway and encouraged all Trustees to volunteer their help. Books will be moved from the library to the school on Sunday, July 2, before the book sale on July 3 and 4. There was concern that the school would not agree to host the book sale in coming years, but that issue has been resolved.

**Current budget report:** Jane presented the June budget report. The goal is 96%, and we are currently at 88%. We should end the year on budget.

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

**Statistics:** Patron visits are up 32% over last May, and circulation is up 26%. There has also been a big jump in computer and wi-fi use.

### **General updates:**

- Roeki DeMaria has started her new position as Patron Services Librarian, and a new student librarian has also been hired.
- There was a water leak outside the picture book room, but due to a quick-thinking staff member there was little damage. A discussion followed as to whether the library actually needs an outdoor sprinkler system.
- There was a small ceiling leak after last week's rains because the gutters have not yet been cleaned.

**Staff report:** Kim Peine, Technical Services Librarian, reported.

- There have been changes to Aspen with updates on book covers and an upcoming events module.
- Forty-eight of the 64 libraries in our consortium now use Aspen. There were 166,890 page views just for our library last month (1,505,550 for all libraries). There were 677,152 page views for our library this year (10,462, 896 for all libraries).
- The server was upgraded to Koha 22.11 this weekend. It has a new modernized staff interface. New features include: enabling an adult to have a guarantor, addition of a preferred pronoun field, and the ability to allow patrons to cancel holds.

- Three new libraries are being added to Koha this year: Lyndonville, Winooski, and Chester.
- A new network security gateway has been added.
- The network storage device will be replaced.
- We are moving to Office365.
- The website's most popular pages are: events, strategic plan, adult programs, and building use.

#### **Scoping Study Steering Committee Report:**

- Karla urged everyone to complete the online survey and to encourage their friends to also do so.
- The next meeting of the committee is on July 13 at 6:30 to discuss the survey results.
- The Trustees will be notified if their presence will be helpful at the meeting.

#### **New Business:**

- The Trustees will meet as normal in July and August.
- A request from Sarah Hibbeler for funds to attend the meeting of the Association of Bookmobile and Outreach Services in Hershey, Pennsylvania, was presented. The Trustees moved and approved granting her \$1777 to attend.
- A patron wants to donate three collectible books (or the profits from selling the books). The Trustees agreed that the Friends would be better recipients.

**Old business:** None.

**Executive session:** The Trustees went into executive session at 8:20 to discuss the Library Director's evaluation. They came out of executive session at 8:30.

**Adjourn:** The meeting was adjourned at 8:30.

**Next meeting:** July 17, 2023, at 7 p.m.