

## **DOROTHY ALLING MEMORIAL LIBRARY**

TRUSTEE MINUTES FOR AUGUST 15, 2022

### **UNAPPROVED**

**Present:** Karla Karstens, Steve Perkins, Diane Downer, Shari Westman, Charity Clark, Brian Goodwin, Barbara Mieder; librarians Jane Kearns and Bonnie Lord

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

**Treasurer's report:** There were no transactions.

**Friends of the Library report:** Barbara reported on the success of book sale. The profits amounted to approximately \$5500, and the Friends donated 10% of the profits to the Williston Food Shelf. At their July meeting the Friends voted to support the Shader Croft school literacy program as well as an adult program planned for October. The Friends also agreed to help support the "little free libraries" around Williston by reimbursing the cost of registering the individual libraries.

**Budget report:** The Trustees reviewed the year-end budget report (which is still being finalized). Currently the report shows the library spending 99.78% of its budget. The July budget report is not yet available.

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

- Jane has begun the FY 24 budget planning. The Town Manager has given the guidance that the budget should not exceed this year's budget by more than 5% and should concentrate on maintaining (as opposed to increasing) services. However, an increase in library hours is being discussed. The Trustees discussed when additional hours would best meet the needs of our patrons. Should it be in the morning or the evening or perhaps Sundays. A survey will be taken before any decision is reached.
- The deadline for the RFQ Library/Community Center Scoping Study has been extended. An ad to solicit community members for the study committee will go out soon so that the committee can begin its work in September. It was moved and approved to appoint Karla Karstens as the library representative. Karla also informed the Board that she would be willing to act as Chair or Vice Chair of the committee.
- The library sent out an online survey to Trustees and Friends regarding the library website. There is a goal of fifty responses to the survey. The library is also considering a new logo for the library.
- Statistics: We can now compare numbers to the previous year as the library reopened to patrons in July 2021. Compared to pre-pandemic levels the numbers are lower but increasing. Audiobooks and Hoopla continue to be very popular. The Trustees also looked at year-end statistics. The circulation is about back to normal, but the number of patron visits are down (possibly in part because of no after-school visits). The library registered 541 new patrons last year.

**Staff report:** Bonnie Lord, Youth Services Librarian, reported on very active programming since she was hired ten months ago:

- There was standing room only at the Friends-sponsored reptile program with 75 children and 60 adults.
- The booth on the Green during Green-Up Day was very successful with a story time and information on library services.
- The bookmobile went to all 2<sup>nd</sup> grade classes with information on library cards and the summer reading program. It also visited all 3<sup>rd</sup> and 4<sup>th</sup> grade classes at Williston Central School.
- The Food for Thought teen group had an outing visiting Escape Room 60. Bonnie is looking at ways to get more teens involved.
- The Big Blue Trunk kick-off to the summer reading program was very popular: 100 children and 85 adults attended. 412 children registered for the summer reading program.
- The VINS program had an audience of 60 children and 25 adults.
- The Very Merry Theatre production had an audience of 75 children and 65 adults.
- The audience for Lyric Theatre was 99 children and 107 adults.
- The mid-summer character party had 40 children and 25 adults participating.
- The end-of-summer reading program party had an audience of 35 children and 19 adults.
- Bonnie has been driving the bookmobile one day a week.
- She is planning programs for the fall with a different STEAM theme each month. The September theme will be robots and robotics with a Skype session with a scientist and a demonstration by a community member. The October theme will be space-related with a portable interactive planetarium.

**New Business:** The Trustees reviewed the capital budget request for \$8700 toward replacement of the bookmobile. A motion was made and approved to forward this request to the Select Board.

**Old business:** None

**Adjourn:** The meeting was adjourned at 8:25.

**Next meeting:** September 19, 2022, at 7 p.m.