

DOROTHY ALLING MEMORIAL LIBRARY

TRUSTEE MINUTES AUGUST 19, 2024  
UNAPPROVED

Present: Shari Westman, Karla Karstens, Steve Perkins, Diane Downer, Brian Goodwin, Barbara Mieder; Librarians: Jane Kearns and Bonnie Lord; Library Consultant: Mara Saule; Town Manager: Erik Wells

Absent: Charity Clark

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

**Treasurer's report:** No transactions.

**Friends of the Library report:** The Book Sale was very successful, bringing in a record amount of over \$8000. The Friends are going to buy books for the upcoming Kindergarten Kick-off.

**Strategic Planning:** Mara Saule passed out a draft of the Mission and Vision statements that were created during sessions with the DAML Staff (and input from the June Trustee meeting). The Mission statement is intended to capture current goals – what is happening now, and the Vision statement is more aspirational – what is the hope for the future. Overall, the Trustees agreed with the Mission Statement and Guiding Principles, but thought the Vision Statement needed to be expanded a bit. Jane will bring that feedback back to the Staff and they will continue working with Mara to come up with Goal Statements.

Having the Mission and Vision Statements as well as the Guiding Principles will be very helpful for a potential Capital Campaign for the library expansion.

**Schematic Design Advisory Committee Update:** Karla mentioned that the committee has been busy. The scope of the project has expanded somewhat and is now the library expansion combined with revitalizing the Town Green. For the library, a parking lot will be created across from the school at the rear of the expansion, and the entrance to the library will be from that parking area (along with another entrance for those walking down from Williston Road). There will be an open lobby and circulation desk, a large meeting space, central staircase, staff spaces, and other meeting areas. DAML Staff is working with the Black River Team and providing feedback on what is necessary for each of the spaces. The Committee will meet again on September 4. The plan is for the committee to present building plans at the September Trustee meeting and then the next day at the Selectboard meeting.

**Capital Campaign Feasibility Study Update:** Erik reported that there were ARPA Funds available to investigate a Capital Campaign for the Library Expansion/Town Green project. CPG, a Burlington firm that has experience working with other Vermont libraries on their capital campaigns, was selected for the work. The next steps will be to identify 25 – 30 key stakeholders who would be willing to make contributions to the campaign. The discussions with stakeholders will help assess the viability of a capital campaign and create a fundraising goal.

**Current Budget Report:** The May Budget was presented and most expenses are on track. There were some issues with Utilities going over and that can be attributed to increased use and cost increases. With Maintenance and Repairs, the overruns are due to work in the Historical Room and also updating the Alarm Panels. There is money in the budget for unexpected expenses.

#### **Librarian Report**

**June and July Statistics:** The numbers look good. In June the program numbers were down a bit as there were fewer programs scheduled due to staff vacations. In July the number of reference questions have gone up and Palace (VT Department of Libraries) was used by a few patrons.

**ACT S220 Updates:** The transition (lowering the age from 16 to 12 for young patrons to decide whether their parents have access to their circulation history) has been going well, with 90 accounts already updated (out of approximately 300). This has been helped by excellent communication from DAML to educate families about the change and what it means.

**Youth Services Assistant Librarian Position:** Isabella Dunn has been hired for the position. Isabella has participated in programs at DAML and has a background working with youth as a camp counselor. She has a BA in Human Development and Family Studies. She will be starting soon.

#### **Staff Report:** Bonnie Lord, Youth Services Librarian and Assistant Director

Bonnie presented a power point that showed the highlights of the very successful Summer Reading Program. She proudly reported the library had a Unicorn Day early in the summer because Summer Reading participants had surpassed the reading goal of 1,000 hours in 2 weeks! Amazing! One especially bright point (along with smashing records) is that the number of Teens participating is up significantly, which is great, especially for a summer reading program. Bonnie also mentioned the well-attended musicals presented during the summer, The Rainbow Fish Musical by the Lyric Theater and Finding Nemo Junior by the Very Merry Theatre.

This Fall there will be two grant-sponsored programs. One is a Parenting Book Club and the other Stem Adventures.

Bonnie has been selected for the Green Mountain Book Award Committee and is excited to participate in that committee. Golden Dome and Green Mountain Book Award winners are very popular with Youth and Teen readers at DAML.

As Assistant Director, Bonnie is busy orienting new student workers and will be training Isabella. She is also continuing to look for opportunities for Safety and Security Training.

**New Business:** No New Business

**Old Business:** No Old Business

**Meeting Adjourned at 8:30 p.m.**

**Next Meeting:** Monday, September 16, 2024 at 7:00 p.m.