

DOROTHY ALLING MEMORIAL LIBRARY

TRUSTEE MINUTES FOR NOVEMBER 20, 2023

UNAPPROVED

Present: Karla Karstens, Charity Clark, Steve Perkins, Brian Goodwin, Barbara Mieder; Librarians: Jane Kearns and Sarah Hibbeler

Absent: Shari Westman, Diane Downer

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

Treasurer's report: No report (Treasurer unable to attend.)

Friends of the Library report: The Friends enjoyed the chocolates presented for Friends of the Library Appreciation Week. Library decorating will be December 2 and the Gingerbread Houses will be December 9. The Friends agreed to sponsor a program in the Spring and will also buy special glasses to be distributed before the Solar Eclipse in April. Friends also plan to take on more of the organizing for the Book Sale.

Current budget report: The October Budget Report is not available, but we are on track with our spending.

Librarian's Report:

October Library Statistics

- Patron visits are good. Overdrive and Libby are increasing. There was a large increase in e-magazines which may be due to a policy of automatically subscribing you to a magazine once you have read an issue. Youth programs are increasing and Adult programs are holding steady.

Vermont Public Library Survey FY22 – DAML Highlights

- Reviewed DAML highlights in recently released FY 22 Public Library statistics. DAML serves 13th largest population and was #1 in program attendance, ranked 4th in physical circulation, and near the top in electronic resource circulation. The Institute of Museum and Library Services (IMLS) collects statistics for public libraries nationwide. These stats include all aspects of the library, including finance, collections, circulation, programming, and more. The Department of Libraries makes statewide FY 22 Public Library statistics at :

https://libraries.vermont.gov/sites/libraries/files/documents/PLS_Stats_2022.xlsx

General Updates

- Patron and invaluable volunteer Maryellen Crangle passed away on Nov 4, 2023. Maryellen led many of our online programs: weekly meditation, Aryuveda, Life Stories and Book Club Buffet. Her loss will be felt by staff and the many patrons she led online. Annually, she gave about 100 hours of her time in her work at the library.
- Dottie had an exhaust repair and paint touch-up on rear.
- Patron Counter is installed and working. Keeping manual count for November to compare accuracy.
- Preparing for Eclipse on April 8, 2024. Attended webinar on upcoming Eclipse in April from a community which experienced being on path of totality in 2017. We have 1500 glasses on hand with 500 more coming courtesy of the Friends.
- On-going issues with heat and air conditioning in the library have been partially repaired.

Staff Report: Sarah Hibbeler, Outreach Librarian

Sarah was one of 450 attendees at the October 2023 ABOS (Association for Bookmobile and Outreach Services) Conference in Hershey, PA. She attended a number of sessions on Youth Services Outreach, Building Homebound Service, and serving Older Adults. She was able to “talk shop” with other Outreach Librarians – share tips, discuss ideas, talk about things that are working and things that aren’t, etc.

Her take-aways:

#1 Meet People Where They Are. There are fewer children at home vs. daycare, the population is aging and there are barriers for some to go to the library, and helping to bridge the digital divide is important.

#2 Bookmobiles are Trending and Options are Expanding. Consider book bikes and Pop-Up Libraries along with the traditional Bookmobile.

#3 Dottie is Special! We are very lucky to have a wonderful Bookmobile already.

Sarah also showed pictures of other Bookmobiles, which had us all considering what we would like for the next iteration of Dottie.

Scoping Study Report

Karla thanked everyone for attending the special Select Board Meeting to discuss the Scoping Study conclusions. People seemed to respond positively to the idea of expanding the library in its current site.

John Hemelgarn (Black River Designs), Todd (Recreation Dept) and Jane will attend the December 5th Selectboard meeting to answer any questions the Selectboard might have

following the Final report presentation. The Selectboard is also considering whether to use ARPA funds to move to next steps.

New Business:

2024 Board Meeting Reschedule: Trustees will meet on January 22, 2024 and February 26, 2024

Board Self-Evaluation Timeline: It is time for our Self-Evaluation, to be discussed during our December meeting. Karla will look for previous surveys and send something out.

FY25 Operation Budget

- Presentation to the Selectboard for all departments will be on Saturday Dec 9th – DAML scheduled at 12:30pm. Trustee update will be in January.
- Operations- Overall 4% budget increase requested. Mostly to cover inflationary costs. Also included (not as a supplemental request) is \$3587 to add 250 sub hours to help with adjusting to a 9am opening. Planning to implement in September 2024. Building request is 4% less than FY24 as B&G staff hours and benefits have been moved to their budget.

Old Business:

FY25 Capital Budget

- **Capital** –request increased to \$20,000 annually given the anticipated increased cost of replacing Dottie from original estimate (quotes on several models ranged from 170,000-350,000).

There was a motion to approve the Capital and Operating Budgets as presented at tonight's meeting. Seconded and approved.

Adjourn: The meeting was adjourned at 8:12 p.m.

Next meeting: December 18, 2023 at 7:00 p.m.