

DOROTHY ALLING MEMORIAL LIBRARY

TRUSTEE MINUTES DECEMBER 16, 2024
UNAPPROVED

Present: Charity Clark, Shari Westman, Karla Karstens, Steve Perkins, Diane Downer, Brian Goodwin, Barbara Mieder; Librarians: Jane Kearns and Kim Peine

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

Treasurer's report: No major transactions. Shari will ask Shirley to investigate CD rates for possible investment opportunities for our Trustee Account.

Friends of the Library report: The Friends met December 3. They approved the use of Little Green Light as a Donor Management software system and Bonnie is working to get that set up. It will enable creation of a donor database, automatic generation of tax letters and online donations to the Friends. The Friends will pay the annual fee and the Library will administer. They are going to look at the By-Laws for possible updates of policy. They also donated money to buy some Wazoodle Playaways. After the meeting they decorated the library. The Friends want to thank the Trustees for the chocolates and song.

DAML Schematic Design Committee Updates: Karla reported that at the meeting on December 5 there was a discussion of the different heating/cooling systems and it was decided that the best option was a Hot Air Pump system. There was talk about the different flooring choices and also materials for the outside. The next meeting will be January 30 to discuss costs for the expansion/renovation. On February 10 at 7:00 p.m. there will be a special meeting of the Trustees to discuss final options and costs.

Jane and Bonnie reviewed all current shelving and furniture to determine what could be re-used and also created a list of needs to share with Black River Design for the cost estimate.

There was a meeting about the Vermont Room. The Williston Historical Society has the financial responsibility for the Vermont Room. They are currently looking at their collection more carefully and looking to remove non-Williston items.

Current Budget Report: The amended August Budget was presented with a small change. Budgets for September and October were shown. The target is 33% and things look good, especially once Kim does some computer and small equipment updates.

Librarian's Report:

Director Transition Planning – Jane has been working closely with Bonnie to plan the transition and it is going smoothly. Jane will be available for Bonnie if she has questions.

We received a VT Humanities Vermont Reads Grant Award for the book Gather by Kenneth Cadow. Programming for the book should begin in February. Proposed programming includes a facilitated hybrid book discussion, a leashed dog walk at a local park, food drives for each of the book groups

that will discuss the book (Sarah and Lori are organizing this) and a dog body language workshop. More events will spring out of this, but these are the ideas already in the works.

Hoopla – Jane shared statistics showing a projected 32% increase in cost for Hoopla from FY24 if monthly invoices continue as they are (FY23 to FY24 was a 15% increase). The plan is to reduce monthly uses from 3 to 2 this week. This will contain the cost to stay within the budgeted amount for FY25. Long term it may be discontinued. Overdrive annual renewal also had an increase due to more usage. Electronic resources are expensive. For FY25, electronic usage is about 23% of all circulation but is about 39% of the materials budget.

November Library Statistics – We have now had the patron counter for a year so the statistics on patrons will match. Circulation is up, especially electronic circulation. Programs have some increases in attendance. For Adult Programming, it is hard to know what programs will be successful, just keep trying and offer a variety to see what works.

Staff Report: Kim Peine IT/ILL Librarian

Kim had been hard at work redesigning the DAML Website. It is amazing! She researched many different library websites to get ideas and has created a very clean, contemporary, user-friendly website. It is also mobile phone friendly! The new website had to incorporate all the things people expect from the old website, but the update was an opportunity to really look at the links that had the most clicks and then make sure those were easy to find. It looks great and should be ready to roll out in the Spring. Great job, Kim!

New Business: Reminder of the special Trustee Meeting on February 10 at 7:00 p.m.

Old Business: No Old Business

Meeting Adjourned at 8:10 p.m.

Next Meeting: Monday, January 27 at 7:00 p.m.