

DOROTHY ALLING MEMORIAL LIBRARY

TRUSTEE MINUTES FOR DECEMBER 19, 2022

UNAPPROVED

Present: Karla Karstens, Steve Perkins, Diane Downer, Shari Westman, Brian Goodwin, Barbara Mieder; librarians Jane Kearns and Kristina McSalis

Absent: Charity Clark

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

Treasurer's report: There were no transactions.

Friends of the Library report: The Trustees decorated the library for the holidays on December 3. They also sponsored the gingerbread houses that day which involved 49 children and 44 adults.

Budget report: The November budget was not available, but the Trustees looked at the October budget. The target was 33% and the actual expenditures were 29%.

Librarian's report:

General updates:

- The Friends put the giving tree up in the lobby. People can now donate online.
- The staff have given input for the scoping study.
- Youth programs: The Vermont Reads, *The Most Costly Journey*, kickoff was on Saturday. The library will sponsor a podcast relating to the book
- *Poke man* and *Dungeons and Dragons* are proving to be very popular with youth.

Statistics:

- Circulation continues to increase with 17% now electronic. Audiobooks continue to be very popular.
- We are now tracking program numbers as well as circulation.
- The Trustees also looked at highlights of Vermont Public Library Statistics.

Staff report: Kristina McSalis, Circulation Librarian reported:

- She just completed her tenth year at the library which was celebrated with a party and a gift from the Friends.
- She is trying to clean up patrons' old debts (some going back many years).
- She has been busy updating the procedure manual.
- She is supporting Jane with the refresher course for subs.
- She distributed the annual "Staff Picks" brochure to the Trustees.

Scoping Study report (Karla Karstens reporting):

- The committee met with Black River Design and outreach consultant Melissa Cain on December 5. The next meeting will be in January.

- The committee is basically discussing four options: (1) a joint community center and library; (2) a community center and separate library; (3) a community center and renovated library; and (4) a community center and a new library branch.
- There will be a community survey in the new year.
- The Trustees might consider a “field trip” in the future to view the possibilities in other towns.
- The question of the role of the historical society will have to be decided.

New Business: none

Old business: Jane reviewed the FY24 operating budget updates. The library is asking for an 8.2% increase due to the request to update the assistant librarian’s position to full-time. The budget will be presented to the Select Board on December 20.

Adjourn: The meeting was adjourned at 8:20.

Next meeting: January 23, 2023, at 7 p.m.