

*****DRAFT*****

Worthen Library

Monthly Meeting – Board of Trustees

Tuesday, September 13, 2022

Attending:

Board members: Ken Kowalewitz, Natalie Kendrach, Luke Tremble, Liz Wirsing via Zoom

Library Director: Keagan Calkins

Members of the public: none

Call to order @ 6:05 PM

Preliminary Business

- **Review payment orders for approval:** Summary of Bills circulated to the board for review.
- **Agenda adjustments:** Ken Kowalewitz (KK) asks if there are any adjustments to the agenda. None
- **Public Comment:** None
- **Review and accept the minutes from the previous monthly meeting:** The minutes from the July 12, 2022, meeting were brought for approval. NK motioned that the minutes be accepted. LT seconded the motion. Approved unanimously.

Library Director's Report: Report submitted by Keagan Calkins (KC), reviewed by Board (see full report on the website).

- Summer was awesome. More programs than ever before. There was something every Saturday. 24 kids' events, 9 speakers, over 1,000 attendees. There was substantial computer use and lots of patrons holding meetings over the internet. Thanks to Heidi and Marguerite.
- Have applied for 2022-23 courier grant to cover half the cost of interlibrary loan.
- Keagan is going to Fairy Tale festival with other Island librarians as the Star Wars tent.
- Parking issues continue.
- Have spent all the second round of ARPA funds and the books are already on the shelves.
- Annual operating funds disbursement has been received from the Town of South Hero.
- Instead of take-home crafts, staff will do in person craft activities.
- Weeding adult fiction and records so it reflects the actual collection.
- Listen up Vermont statistics doubled from 2021 to 2022. Books and DVDs were also up as well as a lot of other resources.
- Adult speaker series was very popular and well attended.
- In future will consider moving the author talk to a Wednesday to be in line with the other speakers.
- The tent was very useful, particularly for kids programming.

Old & Ongoing Business

Development Committee Report: The Worthen Society celebration was well attended. The Thank You photo taken of the Trustees and at least one Foundation Board member will start appearing on thank you notes.

Gifts contributed year to date total \$56,924.49

The Fall mailing is in the works and is slated to go in the mail approximately mid-October. Trustees and Foundation Board members are asked to help personalize some of the letters. The letters will all be accompanied by a rack card sized piece that has statistics about library usage on one side and a selection of testimonial quotes and photos on the reverse.

Strategic Plan Finalize:

The revised Strategic Plan was reviewed and edited.

Once the edits are complete, it will be brought back to the October meeting for approval.

New Business:

Library Maintenance: Have been in the building three years and there are a few things that need attention. Question was raised as to who should be in charge of taking care of the building, especially monitoring and bringing to Trustees for action.

Keagan suggested that it become a topic twice a year to discuss what needs to be done so that the work can be completed. A suggestion was made to reach out to residents who may have specialized skills for additional advice. LW nominated LT as the October Trustee to do a building walk through and create a list. Another Trustee will be assigned this task in April.

Tent down date and storage: Tent will be scheduled to be taken down and stored at the Krebs' barn on October 15.

2023-24 budget comments: Budget will need to be presented to the Select Board late in October or early November. Request was made for Keagan and LW to work on a budget for presentation.

Next meeting will be **Tuesday, October 11, 2022**

Meeting adjourned at 7:29 pm.

KC
Natalie

LT
KK
EW