

## **Worthen Library**

Monthly Meeting – Board of Trustees

Tuesday, April 11, 2023

### **Attending:**

Board members: Ken Kowalewitz, Natalie Kendrach, Kristen Bartle, Liz Wirsing

Library Director: Keagan Calkins

Members of the public: None

Call to order @ 6:07 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 March 14, 2023, meeting were brought for approval. LW motioned that the minutes be accepted. NK seconded the motion. Approved unanimously.

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

- The Vermont book awards for the 23/24 year have been announced (Red Clover, Golden Dome, Green Mountain). We have ordered all the books we don't already own. The books will be paid for by the Friends of the Worthen Library.
- A people counter has been installed in the upstairs vestibule to help with statistics and count building usage.
- We have completed the annual report to the state.
- **MakerSpace Update:** The Glowforge is operational (and awesome). There is a page on the library website with all the Glowforge information. Now we need an opening celebration. Same day as the tent raising?
- New LEGO sets have been added to our collection for in-library use only.
- Harry Bliss Tickets!
- We have been streamlining adult nonfiction so there are less subcategories. This will make books easier to find and to shelve.

Listen Up Vermont usage is up considerably from last year. Other statistics are strong and comparable to 2022.

### **Old & Ongoing Business**

**Solar Project Next Steps:** Still waiting to hear from Dept. of Energy on specifics. Need funds obligated, which means a contractor selected, by September 30. Trustees are gathering quotes from local vendors.

**Development Committee Report:** The annual spring appeal letter is in process and will focus on the \$57,000 needed to match the federal funding secured through Sanders' office for solar panels. The mailing will include an insert with information on adult and kids programming this summer so that people can post it on their fridge, etc. There will be corresponding publicity on the matching campaign, which will also be mentioned during summer programming, so people are aware of it. This will be sent about mid-May.

The Committee will begin planning the Worthen Society Event for Saturday, July 15.

**High School Bus:** Essex High School says it won't work because Community Lane is private. Suggest following up with the idea of using Community Lane similarly to Town Office where the bus does not pull off Route 2 into the parking lot but just stops on Route 2.

### **New Business**

**Quarterly Budget Review:** Most categories are at or under budget. There are no major concerns for funding in the last quarter of FY23.

**Summer Maintenance:** Luke Tremble, Scott Hood and Ken Kowalewitz toured the building and came up with a list of tasks that include peeling paint, power washing, varnishing of portico columns, fixing minor dings in the walls around the inside of the building. In the Scofield Reading Room, there's a mini split, where the ceiling meets the wall, which needs repair. One bookshelf in the main collection room, under a mini-split, has water damage from a leaking unit. Outdoor Steel railing needs sanding and painting. Tasks will be completed by a mix of volunteers and hired help.

**Tent Set Up:** Tent isn't needed until June. Natalie will ask around for volunteers.

Next meeting will be **Tuesday, May 9, 2023**

Meeting adjourned at 7:10 pm.