

FINAL

**Board of Trustees Meeting Minutes
Baxter Memorial Library
July 19, 2017**

Present: Katherine Roe, Chair; Susan Sellew, Secretary; Deb Hopkins, Trustee; Kaitlyn Reid, Trustee;

Absent: Ellamarie Russo-DeMara, Trustee

NEW BUSINESS

Meeting Minutes: Minutes for the June meeting were reviewed and approved.

Financial Report: The warrants were signed and the financial statements were reviewed. Expenses exceeded budget in FY17 because we have not yet received \$1600 due from the VT Dept. of Libraries/federal gov't for the E-rate internet contract. We also purchased a new computer which had not been budgeted. The computer was purchased using dividend income.

Librarian's Report: In June there were 329 visitors (213 adults and 116 children). Ten programs/events were held with 132 attendants. There were 260 library materials checked out, 283 checked in and 39 renewals (a 57% increase in circulated materials compared to last year).

On Tuesday, Wednesday and Thursday during the summer there are regular programs for kids (Nature, Storytime and LEGOS), and every other Saturday there are "Build a Better World" programs. On July 8th a geodesic dome was constructed out of rolled newspaper and tape. Kayleigh will ask Carol at the elementary school to include these activities in the school email list, they can also be announced on the Sharon listserv.

We received 50 copies of *Brown Girl Dreaming* by Jacqueline Woodson as part of the Vermont Reads program. In collaboration with The Sharon Academy and Seven Stars Arts Center we will be inviting Sharon residents to read the book and in September discuss it - perhaps at a potluck with a film on race relations.

The pollinator garden behind the library is doing well and has attracted monarch butterflies.

The windows need to be looked at next year. Some of them stick and the varnish is peeling.

New Business: The library is now open with the new hours: Tuesday-Friday 2-6 and Saturday 9-noon. Scott Fisk made and installed a new sign with the hours and made one for the book return. We have gotten both positive feedback and constructive criticism of the change.

Kayleigh is taking over volunteer coordination from Dee Gish. Kayleigh plans to work more Saturday mornings but will need help covering the circulation desk on weekday afternoons. She has sent an email to volunteers requesting help.

The VT Dept. of Libraries is encouraging libraries to switch from Library World to Auto Graphics by Verso. Auto Graphics has a more robust database that will allow libraries to read each other's catalogues, making it easier to arrange Inter Library Loans, and also send email reminders when books are overdue. There is a grant to cover the cost of data migration and the

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first year expenses for implementing the new system. Kayleigh is applying for the grant and Deb Jones will review the document.

Next Meeting: Tuesday, August 15th at 6:30 PM, the public is invited to attend. Please get agenda items to Katherine Roe the week prior to the meeting.