

**Board of Trustees Draft Meeting Minutes  
Baxter Memorial Library  
March 26, 2019**

**Present:** Sue Sellew, Chair; Carole Bando, Trustee; Stephanie Gergeley-Davis, Trustee; Paula Duprat, Trustee; Mary Stoddard, Trustee; Kayleigh Rodig, Library Director.

**Meeting Minutes:** Note: The minutes of the February 21, 2019 meetings were approved via email by board members: Carole Bando, Eileen Lanza, Katherine Roe and Sue Sellew.

**Financial Report:** Trustees reviewed 2/28/19 financial statements and signed warrants.

**Librarian's Report:** In February there were 432 visitors (237 adults and 195 children), a 47% increase compared to February 2018. Seven programs/events were held with 57 attendants. There were 306 library materials borrowed from Baxter Memorial Library, 41 from ListenUpVermont, and 36 through Interlibrary Loan (ILL). Combined, this is a 14% increase from last year.

Throughout the month of February, there was a “Blind Date with a Book” display up. Several patrons discovered books they would never have picked up and appreciated the excuse to try something new. I held a Community Discussion inspired by the book *Small Animals: parenthood in the age of fear*. The program itself was not well attended, but the discussion was great and over a dozen people came up to me afterwards wishing they had attended and wanting to hear what was discussed.

This winter, I got fewer responses to my pleas for library coverage when sick, which concerns me because more people are using the library and rely on it being open. I will be on vacation from April 13-20th. Dee Gish will contact volunteers for coverage. I plan to attend a book repair workshop at Dartmouth April 25<sup>th</sup> as well as the DCF and VLA conferences in May. I am creating a To-Do list and sign-up sheet for volunteers. The outdoor sandwich board got damaged this winter, I will look into other sign options. The grant application was sent.

**Building Issues:** The need for more library space is a sentiment I hear regularly. The ice/water in the parking lot and on the path leading to the back ramp have continued to be a problem. On cold days it is a slip hazard and on the warm days the water floods the basement. Deb Jones and Dan Jones have done a lot to divert the water away from the library and get the water out of the basement. They also moved stuff out of basement and propped stuff up that was in the water. Thank you Deb and Dan!

**New Business:**

- We welcomed new Trustees: Stephanie, Paula and Mary.
- Election of Officers: Carole – Chair; Sue – Secretary/Treasurer; Stephanie – newsletter; Paula – publicity.
- We discussed writing a procedure for notifying school kids on days the library is closed.
- Stephanie will ask her husband, who is an engineer, to look at the water drainage problems around the library. We will get on the Selectboard agenda to discuss recommendations.
- Museum passes – Carole will contact the Montshire about getting a pass to their museum.
- We discussed having volunteers open the library for an hour or two weekday mornings. Paula will follow-up on this idea.
- We discussed organizing the basement including past minutes, installing more shelving.

**Old Business:**

- Quilt raffle has raised \$334 to date.
- Library Use Policy - Kayleigh suggested edits, Sue will make changes.

**Upcoming Meeting Dates:** Tuesday, April 23, 2019, invite Deb Jones to explain the financial report. The public is invited to attend. Please send agenda items to Carole Bando the week prior to the meeting.