

Baxter Memorial Library Trustees' Meeting Minutes
Thursday, November 19, 2020
6:00 PM

Draft Meeting Minutes

Approve Minutes from October meeting

Trustees read and approved minutes from October.

Review Financial Reports

Trustees reviewed the new budget for '21.

Stephanie will email Deb Jones with questions about three different drafts of budget and who is responsible for making those drafts.

Review and Sign Warrants

Trustees made and approved motion to approve AP Warrant #1096 for a total of \$829.18 with 2 invoices to Brodart Co totaling \$213.04 for books, EC Fiber for \$102.54 for internet and phone for November, Green Mountain Library Consortium for \$433.60 for 2021's membership and access fees for Listen Up Vermont, and Priority Express for \$80.00 for 4 weeks of Interlibrary Loan courier service.

Librarian's Report

LIBRARIAN'S REPORT FOR 11/19/2020

October Stats

Overdrive: 60 (66 last year)

RBdigital: 17

ILL requests filled: 45 (9 last year)

Checkouts: 245 (274 last year)

Visits: 152 (236 last year)

Curbside Pickup: 51 (including ILLs)

Appointment visits: 15

Open visits: 6

Grants

The application for first-round consideration for the ALA's Libraries Transforming Communities: Focus on Small and Rural Libraries grant is due by December 2, 2020. This grant will provide \$3000 to 650 small and rural libraries to work with community members on an issue or work with community partners on an issue that's important to the people who live and work there. If we're not selected for one of the first 200 grants from the first round, we'll receive feedback on the application and can reapply by March 4 for the remaining 450 grants. You can read more about that grant opportunity here:

<http://www.ala.org/tools/librariestransform/libraries-transforming-communities/focusgrants/guidelines>

So, we need to come up with a community issue that we can work on, and I'm at a bit of a loss for ideas. My only thought was that, with the pandemic, there's been an awful lot of interest in homeschooling. There were already quite a few homeschoolers in the area, but now many new families are trying it out. Our children's nonfiction section leaves *a lot* to be desired. It would be wonderful if we could receive a grant to make over our junior nonfiction section, but I don't know that this idea would get us one of the grants. Does anyone else have ideas?

Donations from the Department of Libraries

I was able to receive two donations from the Vermont Department of Libraries this month. The first is a young adult graphic novel on grief called *Hey, Kiddo*, along with a set of grief cards for children to use with a caregiver. The second was a set of leftover books from the Network of the National Library of Medicine grant that funded the recent health literacy programming offered by VTLIB. There were only a few sets left. The titles include:

Diagnostic and Statistical Manual of Mental Disorder, 5th ed. American Psychiatric Association

The Cannabis Encyclopedia by Jorge Cervantes

Getting High: Marijuana Through the Ages by John Charles Chasteen

Promoting Individual and Community Health at the Library by Mary Grace Flaherty

Green: a Field Guide to Marijuana by Dan Michaels

Cannabis for Seniors by Beverly A. Potter, PH.D

Gerontology: the Basics by Jennifer R. Sasser and Harry R. Moody

Mental Health in Rural America by Ellen Greene Stewart

The DSM-5 is around \$150, and Jorge Cervantes' book is \$45 and very highly regarded (no pun intended - really).

Possibly Moving Back a Phase

According to the Vermont library listservs, after Friday's announcement by the governor, there are quite a few libraries that have decided to go back to curbside-only and many others that are going to make their decision this week.

Public Comments

Old Business:

Portrait of Dr. Baxter

Portrait is at Junction Frame Shop. They will fix it up for \$129. Paula and Carole will take care of it. Thank you Paula and Carole! There are some other old items in the basement that would be nice to share with the community. It will be back in December.

Appeal Letter Update

\$235 letters were sent out today, November 19. We need to keep a record of how much it costs to produce this. Mary spent \$60 today. We also need to keep track of how much money Trustees are donating and how much time the Trustees are spending on this. We need to let the Seletboard know this information. Mary will write up something about how to do the bulk mailing. Trustees spent about \$185 on this project.

Shana will record when the checks come in. They will be entered into a spreadsheet. Info includes contact information, amount and interest in volunteering.

****FY 2020-2021 Budget - date to meet with Select Board, plan our defense of budget**

November 30th is a Budget Review. Mary needs to email Margy to get on the agenda. The next Selectboard Meeting is December 7. We will arrange to have some community members there to support the library.

New Business:

Cookie Walk

Given the state of Covid-19, we are going to cancel the Cookie Walk this year. We brainstormed other community building ideas to celebrate the season. Had the idea to "Light Up Sharon". Saturday December 5 will be the first night. We need to get a tree and lights for the library. Mary will try to get a tree. Emma will get lights. Maybe this could become a tradition and next year the Cookie Walk could happen with lights. Shana will write something up and advertise. We still need to do the Quilt Raffle. Shana will pick a ticket and we can announce it at our next meeting on December 17. Emma will look into Facebook Live for an event. We will keep in touch via email on this. We don't need another meeting.

Friends Group

Mary did email Sue. She is still interested in that. Let's table that until after the holidays.

Trustees' Time and Money

Carole spent \$40 on bake sale. We need to add up our time and money to show to get a better understanding of how much this job entails. Marian bought pizza boxes and other assorted items for the pizza bake sale.

Next Meeting: Thursday, December 17, 2020 at 6 PM