

# **RUSSELL MEMORIAL LIBRARY TRUSTEES MEETING Minutes**

5/16/17 6:30PM

Present: Melanie Cote, Amy Moody, Sandy May, Jo-Anne Wisniowski, Deb Chamberlin, Jane Low

The meeting was called to order by Amy Moody at 6:40 p.m.

The minutes from the April 2017 meeting were read aloud by Melanie and approved by the board.

## **Librarian's Report**

### April Monthly library usage

Usage numbers: Total patrons: 125 ; books checked out: 121 ; Audio Books: 1 ; Inter-Library Loan: 2 ; New patron cards: 0 ; Museum passes: 2 ; Computer usage: 7

### April Programs

2 children and one adult -story hour - lamb masks

Paper engineering during April Vacation. It was the only day it didn't rain during vacation.

### Update on Library Automation project

The VT section is to be finished with original cataloguing.

### Other Library News:

We will spend \$100 to buy the Shelburne Museum Pass.

When someone uses the pass, they must show their library card and a driver's license.

The pass is ½ off the price of admission vs it used to be free for patrons.

The librarians will keep track of which passes are used. This breakdown of pass usage is new.

## **Old Business**

### Review of Library Open House – Saturday 5/6/17

40 people attended. It was a smashing success!

We will hold an open house in the fall every other year. The next one would be in 2019. It's best to hold this when it's a recycling day, so there's more traffic going past the library.

### Exterior Painting of Library

Jane will post on Monkton FPF to have bids in by our next meeting. The work should be completed by October 2017. (It was decided the bid process was unnecessary at our June meeting???) *because the work to be done fell below \$??????*)

## **New Business and Continued Business**

### Library Home Card

We're officially signed up, but Deb needs to read the information more closely re: KOHA # our patrons would need. Then she will advertise the Home Card program.

### Building Committee

They asked the library to make a list of the various uses for a community room. Presentations, yoga class, author talks, book discussion groups, trivia game nights, etc. This list was given to the Building Committee by Melanie at the 5/24 meeting. (See a revised version of the list attached.)

Final Wednesday of the Month - They've only met once. Melanie will be on this committee.

Put a kitchen in a new library per Amy. Natural disaster location = food, support, information.

### Strawberry Fest 6/25/17

Addison Readers will have a table at the Strawberry Festival. From their site, "Welcome to the website of Addison County Readers, Inc. We are a not-for-profit volunteer organization dedicated to promoting early literacy and future school success."

Donations for Silent Auction - We decided who would call which organizations for donations.

### Job Assignments

We reviewed what had been done thus far and what needed to be done.

Sandy will send us a pdf of the poster.

There are 20 bags. Tie a ribbon around the bags for sale vs those already purchased.

Deb will call Jamie re: music. He said yes!

### Front Ramp & Walkway into Building

Puddle and mud or ice depending on the season build up in front of ramp. The blacktop walkway from the road to the ramp is not wide enough for a wheelchair.

Amy will send a note to the selectboard about this to put it on their radar.

Deb puts down sand/salt mixture down in the winter.

Painting with sand in it would give the ramp more grit.

### Book Reviews:

Board Members write a review of a book to be posted to the blog/website and Facebook page.

### Staff Picks

Every Wednesday there's a new post on the blog and Katie will get the password from Dawn to also post this on the FB page. (As of June 2017, this is being done.)

Stickers to show Staff Picks - color coded by staff person. Love this new addition!

### Misc

Gretchen's daughter is donating to the library for the children's picnic table that used to be in the library.

The meeting was adjourned at 8:10 p.m.

The date of the next meeting will be determined via email.

Respectfully submitted,  
Melanie Cote