

\*\*\*\*\*DRAFT\*\*\*\*\*

## **Worthen Library**

Monthly Meeting – Board of Trustees

Tuesday, December 8, 2020

Meeting held via Zoom video conference

### **Attending:**

Board members: Ken Kowalewitz, Elissa Giroux, Melissa Hood, Liz Wirsing

Excused: Luke Tremble

Library Director: Keagan Calkins

Members of the public: None

Call to order @ 6:04 PM

### **Preliminary Business**

- **Review payment orders for approval:** Summary of Bills circulated electronically to the board for review and electronic signatures
- **Agenda adjustments:** Ken Kowalewitz (KK) asks if there are any adjustments to the agenda. There are none.
- **Review and accept the minutes from the previous monthly meeting:** The minutes from the November 10, 2020, meeting were brought for approval. EG motioned that the minutes be accepted. MH seconded the motion. Approved unanimously.

### **Library Director's Report**

Report submitted by Keagan Calkins (KC), reviewed by Board (see full report attached).

- 77 kids from 35 families or organizations signed up to make graham cracker houses.
- Library Report submitted for inclusion in Town Report.
- New bi-weekly adult craft packet now available as well as a monthly book club.
- Plans shaping up for 2<sup>nd</sup> Annual Winter Speaker Series with SHLT.
- Submitted ALA Libraries Transform Communities grant for costs of winter series. Focused on Abenakis and land use presentation which is part of it.
- Library and SHLT have new story walk on path behind school.

Stats, see full Director's report. Up in books and LUV over last year. Similar traffic like last year but people come, pick things up and leave quickly. Others borrowing fully remotely. Kanopy is picking up for videos. Museum and Park Passes not being checked out because most are either closed or free so don't need passes.

Concerned about conflict of privacy and full tracking for patrons and contract tracing. Have a meeting with State and other Island libraries for contact tracing suggestions.

### **Old & Ongoing Business**

Development Committee Report: Giving Tuesday netted about \$1,000; Year End campaign gifts total just over \$17,000 including a substantial matching gift. Typically a lot of gifts come in late December. We are on track to meet last year's \$22,000 total. Foundation currently has about \$360,000 in reserve. The Foundation Board Finance Committee has set up an investment portfolio and will make systematic investments, beginning with \$40,000 invested on 12/1/2020, and an initial goal of \$200,000 to act as beginning of the Sustainability Reserve Fund.

- 2021-2026 Strategic Plan Development: Ken sent out questions in advance. What do we want result to look like? Older plans focused more on space, air, light, friends and fundraising. Looks like goals were achieved. Now how to think of future in COVID world.

What are we doing well:

Programming, especially forced by COVID such as extended Zoom license for Racial Justice Forum, and focusing on local community; Webinar has potential to reach on more people beyond South Hero. This type of program can also serve our summer population, who will be able to access programming remotely in winter.

A lot of people from out of town tuned in for Racial Justice program. This type of programming has potential to reach more people beyond our borders. Hoping to reach more people with winter programming the same way.

Partnering with SHLT, Historical Society, other organizations, keeps us relevant and gives us more exposure.

Was there a community input aspect in past plans? Is there an interest in a simple survey to get a diverse range of feedback to evaluate priorities? Yes, have done in past. Have templates already and there are resources from VT Library and online. Focus groups and surveys are vital and should remain on to-do list. Most likely have to be digital this year.

We know how to hire a Library Director. Keagan is creative, resourceful, open minded and knows patrons. Having Library accessible to Community now is important.

Lot of activities for various age groups, weekly etc. activities including Story Time. Younger and older populations getting attention. Teens and Tweens have potential for more outreach.

Diverse programs for entire community as well as great selection of new material for new readers.

How to improve:

More inviting Teen activities, space etc.

Work on outdoor space more to benefit for outdoor activities and having inviting space outside.

Perhaps more drive by advertising to entice people in.

Perhaps a semi-permanent tent. Pricing isn't bad but with six feet separation need large tent. Something to think about. Not as expensive as thought for commercial tent.

Keeping updated information, hours and social media on changing COVID guidelines across several social media platforms as well as website.

Priorities for the Future: What do we want to look like five years from now?

Teens and tweens

Continued good relationship with community

Online programming even after COVID; keep a regular session to keep interest beyond town borders

Should we look into reopening discussions with other Island towns? There are already borrowing privileges through Home Card. Should be a topic for survey and other input discussions. It's more a Town to Town issue regarding funding. One thought is to have Worthen as Main location and Grand Isle or wherever as a satellite, with bulk of collection in South Hero.

Legacy planning, ie. Fundraising for financial sustainability. Asking people to think about Library in their estate planning.

## **New Business**

### Trustee term expirations in 2021:

- Liz Wirsing and Elissa Giroux's terms expire in 2022
- Melissa Hood's term expires in March, 2021
- Luke Tremble's one-year term expires in March 2021. He's agreed to run again
- Ken Kowalewitz's term also up in March 2021. He will run for reelection.

Question raised about term limits. Terms are different lengths because some are more willing to commit to a one-year term. The result is that each year three trustees are up for election. Those who agree to run again will need to circulate petitions.

Still unclear what this year's Town Meeting will look like. If Library has full webinar Zoom account Through ALA grant could possibly be the host.

Meeting is adjourned at 7:08 pm

**Next meeting: Tuesday, January 12, 2021 @ 6:00 pm**