

*****DRAFT*****

Worthen Library

Monthly Meeting – Board of Trustees

Tuesday, January 12, 2021

Meeting held via Zoom video conference

Attending:

Board members: Ken Kowalewitz, Elissa Giroux, Liz Wirsing

Excused: Luke Tremble, Melissa Hood

Library Director: Keagan Calkins

Members of the public: None

Call to order @ 6:05 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 December 8, 2020, meeting were brought for approval. EG motioned that the minutes be accepted. LW seconded the motion. Approved unanimously.

Library Director's Report

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

- Working on Annual Report for State
- Also working on winter programming with SHLT and CIDER
- Received LTC grant from ALA for \$3,000 for training librarians to host conversations in communities. Will be used for Winter Wednesday series, webinar for the year, books, honorariums.
- Ordered new shelves, Scott Hood installed them.
- Winter Wednesday Series events include hunting and land stewardship as well a water quality in Lake Champlain, Abenaki land culture and foodways. More panels to be scheduled.
- Testing resource sharing in Islands with audio visual resources among town libraries.
- Four teams for trivia last month. Have trivia questions for next three months.

Stats, see full Director's report.

Old & Ongoing Business

Development Committee Report: 2020 was a successful year. We brought in \$116,819.09 in cash gifts plus a few in-kind gifts. Of the total, over \$45,000 was raised just from the end of the

year mailing and related activities. Noted is that donor retention has risen nicely to 58%, which is well above the average of 45%. A good sign that we are keeping in touch with our donors.

The Library is also working with the Town on a grant of up to \$20,000 to improve outdoor spaces for programming, etc. in our Village Center. Part of the activities will be around the Old White Meeting House (Honeymoon Cottage in particular) and the rest around the Library.

The Development Committee is working on publicizing the Winter Lecture Series. The Library also received a \$3,000 grant that will help pay for publicity and related costs of the Winter Lecture Series.

2021-2026 Strategic Plan Development:

- Webinar jumps out. Zoom programming, successful forum
- Partnering
- Community input
- Diverse programming, age groups
- Outdoor programming
- More advertising
- Comment card in a letter going out to people
- Get input from donors
- What are big picture, broad goals to direct for next five years
- Have strategy plan drive planning not the input
- Survey questions can be framed in areas where we're looking for information

Keagan will kick off development of survey questions.

What do we do about public input?

Online surveys?

Trustees will continue to work on this for February meeting

New Business

Board Vacancy

Melissa not running for reelection

Looking for potential board members and what do we want from board members.

- Someone who knows about money, budgeting
- Someone in community for a bit
- Diverse perspectives and experiences
- Enthusiasm, passion for libraries, and budget genius

Ken Will reach out to several potential candidates

Accessibility upgrade to entrance

Main entrance doors are heavy. Need a handicapped button for at least one outdoor and one indoor entrance. Keagan will research cost and check with developer, project manager.

2020 Outstanding Service Award

Last year recognized Jim Brightwell. Need a new plaque. Identified a candidate.

Meeting is adjourned at 7:26 pm

Next meeting: Tuesday, February 9, 2021 @ 6:00 pm