

*****DRAFT*****

Worthen Library

Monthly Meeting – Board of Trustees

Tuesday, May 11, 2021

Meeting held via Zoom video conference

Attending:

Board members: Ken Kowalewitz, Natalie Kendrach, Liz Wirsing, Elissa Giroux, Luke Tremble

Library Director: Keagan Calkins

Members of the public: none

Call to order @ 6:03 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 April 13, 2021 meeting were brought for approval. EG motioned that the minutes be accepted. NK seconded the motion. Approved unanimously.

Library Director's Report

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

- Friends of Library meeting to discuss programming related to the Vermont Reads book, *We Contain Multitudes*.
- Speakers, projector and screen ordered for outdoor programming this summer.
- Library purchases all the GMBA, Red Clover and Golden Dome books for 21/22. Grant funds covered the costs of the GMBA books.
- Summer Reading Programming is set and prizes ordered.
- Screen, projector and speakers have arrived for summer usage.
- Launching Beanstack in June. This is a way for patrons to keep track of their summer reading with an app.

Stats, see full Director's report. Overall, most physical and e-resource loans up over same time last year. Kanopy has had 134 visits and 37 plays.

State is still on track to lift all restrictions by July 4.

Old & Ongoing Business

Tent Purchase: 20 x 40 foot tent is ordered. Heavy duty one which can be kept up for longer period of time will be delivered mid to late July. In the interim have permission to use a local tent which will need to be put up and taken down.

There is a capital improvement account which has been building up that could be used to offset the cost of the tent.

Funding from the Feds will be allocated by VTLib for application to the state for funding. Criteria is still in development. Applications will be in the fall. There is also funding that may be available through the town.

Development Committee Report: Fundraising letter is being processed by the mail house this week. Grant writing has been ongoing. Solar grant was submitted for the EBSCO deadline.

The Development Committee is finalizing invitations and details for the July 17 Worthen Society event.

Foundation Meeting Report: Meets every quarter. Most recent meeting was April 20. Financially, brought in about \$11,000 in first quarter. Doing well going into the year. Balance fairly steady for funds to protect against negative fundraising years. Working on cash management and internal controls policy to make sure funds are handled properly. Kudos to Marty Kiser on her professional work.

New Business

July 4th parade: Still not sure if there will be one? Not sure who will lead it.

Went into Executive Session at 6:50 for Library Director Review and came out at 7:47 pm.
Action taken: Approved Library Directors contract terms for 2021-2022 budget year.

Meeting is adjourned at 7:47 pm

Next meeting: Tuesday, June 8, 2021 @ 6:00 pm will be in person at the Library