

*****DRAFT*****

Worthen Library

Monthly Meeting – Board of Trustees

Tuesday, October 12 2021

Meeting held in person

Attending:

Board members: Ken Kowalewitz, Natalie Kendrach, Luke Tremble, Kristen Bartle, Liz Wirsing

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 to the board for review.
- **Agenda adjustments:** Ken Kowalewitz (KK) asks if there are any adjustments to the agenda. There are none.
- **Public Comment:** None
- **Review and accept the minutes from the previous monthly meeting:** The minutes from the September 14, 2021 meeting were brought for approval. LW motioned that the minutes be accepted. LT seconded the motion. Approved unanimously.
- **Ken welcomes Kristen Bartle** as a newly appointed Trustee to fill the vacancy left from Elissa Giroux's post. Kristen says she is proud to be a Trustee as the Library means a lot to her and her family. Prior to staying home with young children, Kristen was in hospital IT so has similar skills to Elissa to help with Library technology and website.

Library Director's Report: Report submitted by Keagan Calkins (KC), reviewed by Board (see full report attached).

- Final report has been submitted for LTC grant which funded Winter Wednesdays discussions.
- Library hours are expanding Mondays and Thursdays to 5 pm.
- E-bikes are very popular and fully booked! Wondering if Library should rent e-bikes in the future.
- Working on an online cooking class with local chefs, farmers and bartenders with all fees for the classes going towards Food for Thought. Doing in partnership with SH Land Trust.
- Story Walk was vandalized. SH Land Trust helping with cost of replacing the story pages.
- Question posed about whether to have school buses stop at the library after school. This will be investigated.
- Small gathering for the Worthen Scholarship went well.

Statistics strong across all categories. Kanopy use is increasing. See Library Director's Report posted online.

Old & Ongoing Business

Development Committee Report: Small Worthen Scholarship soiree for selected potential donors/committee members for Award was very successful. Follow up will be made to determine interest. Decision made by Dev Committee to hold similar thematic events quarterly to engage donors.

Gifts continue to sift in from spring appeal. Meanwhile, plans underway for a different approach to the Fall/Year End appeal to add more pictures, etc. This mailing to go by end of October. Overall giving is ahead of last year at this time, mostly as a result of the first ever Spring mailing.

Have been awarded a grant from the State for the automatic door that covers half the project. Continuing to pursue funding for the other half of the project. Turned down for an equipment grant and waiting to hear on another. Meanwhile, will update these and send to other foundations.

Total raised this year from all sources is \$53,996. This includes about \$15 from Amazon Smile. Hope to spread the word, especially as holiday shopping season gears up, about this option for giving. Also raised about \$50 from author talk book sales.

Annual Raffle event organizing in the works. Sandy Gregg and others are reaching out for large ticket items to create baskets with more buzz to help increase the amount earned.

Tent maintenance and storage: Investigating space available locally to store tent for winter and accessibility to move the tent in and out.

New Business

Quarterly Budget review: This is the first year the Library has had to ask for funding from the South Hero Library Foundation. The Foundation also provided half the funding for the tent. Programming and book costs are up in reflection of summer programming. Office supplies are high because of purchases of things like printer toner. Technology – have paid for operating system for the year.

2022-2023 Budget: In response to feedback from the Town, Library is considering an increase which can cover more of the increased programming and other costs. This increase will also add five more hours of staff time each week, allow for increased technology and other budget increases, some directly related to COVID. Liz Wirsing and Ken Kowalewitz will take the increased request to the Select Board in the next few weeks.

Motion made by LW to approve annual budget for FY 2022/23 for \$149,820, of which \$110,000 will be raised by taxes. Seconded by KB. Passed unanimously.

Meeting is adjourned at 7:28 pm.

Next meeting: Tuesday, November 9, 2021 @ 6:00 pm in person.