

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

## Worthen Library

Monthly Meeting – Board of Trustees

Tuesday, July 12, 2022

### Attending:

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

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 to the board for review.
- **Agenda adjustments:** Ken Kowalewitz (KK) asks if there are any adjustments to the agenda. Ken adds tent insurance to New Business.
- **Public Comment:** None
- **Review and accept the minutes from the previous monthly meeting:** The minutes from the June 14, 2022, meeting were brought for approval. NK motioned that the minutes be accepted. LT seconded the motion. Approved unanimously.

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

- The Friends of the Worthen Library raised \$2,362.42 in just three days of the book sale. Thank you to the best Friends group in Vermont!
- Worthen has spent and submitted documentation for the first round of ARPA money.
- Scott Hood has installed our new shelves. Thank you, Scott!
- We have renewed our contract with GMLC for eBooks and audiobooks on Libby for the next year.
- Keagan will be working with a small group interested in helping develop our makerspace and spend the \$15,000 makerspace grant.
- We will be adding a section to YA (young adult) - YA Non-Fiction

### Library Statistics:

<u>Ebooks &amp; Audiobooks:</u>	326 in June 2022	250 in June 2021
<u>Loan Statistics</u>	June 2022	June 2021
Book:	1,406	1,352
Audiobook:	21	25
DVD:	71	69
Toys, Games, Puzzles:	15	6
Periodicals:	15	5
Passes:	6	2

Equipment: 1 3  
Kanopy : June 2022: 71 Visits, 19 plays for 1,249 Minutes  
June 2021: 76 Visits, 16 plays for 1,039 Minutes

### **Old & Ongoing Business**

Development Committee Report: The Foundation met this morning. YTD, thanks to the Mergens grant for the Maker Space, we are doing OK but donations from individuals are behind last year. Total raised so far is about \$46,000. Online gifts are strong though. As of June 30, 2022, raised \$4,210 from 22 gifts from personal notes and \$926 from brochures sent bulk. Of the 20 gifts made, six were new donors. Discussion this morning was that we may be seeing the effect of inflation on people's willingness to give.

We received a letter from Senator Bernie Sanders' office that our solar panel funding request is included in the Senate Appropriations Committee FY 23 appropriation requests, but is contingent on subcommittee approval and the proposed Federal Budget passing.

Worthen Society celebration will be held Saturday evening July 23, 5-7 pm for all donors. Invitations have been mailed.

Next steps for the Committee is to get a jump start on the Fall mailing. We may consider changing things up a bit, perhaps going back to a regular letter for some donors so we can test if the brochure approach works.

The Foundation's accountant reports that our basket raffle is categorized as gambling so we may see if changing that fundraiser up a bit will save having to file a gambling report with the State.

In the next few months, additional funding requests will be made.

KB suggested taking a photo of Library Trustees and Foundation Board members holding up a THANK YOU sign during the Worthen event and use it as part of fundraising to put faces on the ask.

### **Strategic Plan Review:**

Survey results were discussed and how to flow them into the Strategic Plan. NK created a grid to tally results to inform goals. Many of the comments lend themselves to testimonials of the value of the Library. Trustees also discussed the need for better communication since many people recommend programs and services already offered at the Library.

The Plan will be reconfigured and finalized in September.

## **New Business:**

### Year-end Budget Review:

Year-end actuals came in very close to the budgeted amounts and slightly under budget. Questions were raised on how to account for special grants, especially when the funds get transferred from the Foundation. Keagan will discuss with the Foundation treasurer.

Tent Insurance: The tent is insured under our existing property insurance policy VTLC&T says that the building is insured for replacement costs. Tent has been added as property in the open effective July 1, 2022.

No meeting in August. Next meeting will be **Tuesday, September 13, 2022**

Meeting adjourned at 7:19 pm.

### Reviewed:

- **Ken**
- **Luke**
- **Liz**
- **Keagan**
- **Kristen**
- **Natalie**