

Worthen Library

Monthly Meeting – Board of Trustees

Tuesday, December 13, 2022

Attending:

Board members: Ken Kowalewitz, Natalie Kendrach, 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. Will discuss Trustee elections under New Business
- **Public Comment:** None
- **Review and accept the minutes from the previous monthly meeting:** The minutes from the October 11, 2022, and November 8, 2022 meetings were brought for approval. LW 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).

- Friends of the Library Basket Raffle raised \$2,550, which is up \$600 from last year. The funds will go toward purchasing Junior Library Guild non-fiction books.
- Planning underway for 4th annual Winter Wednesday Speaker Series with a theme about food. Partners include Healthy Roots as well as the SHLT.
- Maker Space equipment and furnishings have almost all been purchased. Staff training will be planned for some of the larger machinery. If community members are interested, please let Keagan know.
- The Library Report for the Town has been submitted.
- Books will be weeded from non-fiction, mostly history.
- Passion Project planning will begin in the new year as well as the Summer Speaker series.

Listen UP Vermont (audio and e-books) are up significantly from 2021. Other statistics are a bit down.

The Book Policy will be reviewed in January.

Old & Ongoing Business

Development Committee Report: Year end fundraising has been strong, with a total raised as of December 13 by the Foundation is \$157,510. This includes a \$50,000 stock gift which came in late October/early November as well as almost \$29,000 in gifts from personalized appeals, \$6,755 from the bulk mailing, and another \$5,510 from online gifts. Most of the online gifts are recurring either monthly or quarterly. One last email blast is due to go out by the end of this week looking forward to the Maker Space in the New Year and thanking donors for their gifts. And, of course, giving them a chance to make one last gift. Close to \$800 came in from the one solar appeal email.

To date, we have 209 individual donors, 52 of whom made a gift for the first time this year. This is slightly up from the same time last year when we had 194 donors and two years ago when we had 187 donors. With two more weeks to go, the number of total donors is expected to rise by another 30 donors, which is the pattern established in both 2020 and 2021.

Building Maintenance: KK talked to Scott Hood about helping out with a tour of the building to identify maintenance needs. KK and LT will meet with him in the next few weeks.

New Business

Trustees Annual Calendar: Ken created a draft calendar of what trustees should consider each month. The activities include quarterly budget reviews as well as strategic plan check ins and an annual review of the bylaws and library policies.

Trustee Elections: Ken and Luke are up for reelection. Both Ken and Luke agreed to run again.

Next meeting will be **Tuesday, January 10, 2022**

Meeting adjourned at 6:54 pm.