

Abbott Memorial Library

Board of Trustees Minutes

August 15th, 2022

The August meeting took place in person in the library and a link was provided via Zoom.

The meeting began at 7.10pm.

Present: Tina Clifford, Susan Burgess, Betsy Rhodes (all via Zoom), Mary Worrell, Jocelyn Randles, and Cory Smith, Librarian (all in person).

Absent: Cara DeFoor

The agenda and June 2022 minutes were approved.

Reports

Librarian: *Cory Smith*

- Cory prepared a report which is appended.

Building and Grounds: *Betsy Rhodes*

- There has been moisture on the basement floor after each of the hard rains. This is a new and disappointing development after the completion of the foundation work.
- Betsy is going to meet with the contractor who did the foundation work to discuss possible causes and remedies.
- Susan raised the issue of whether the dehumidifier should be replaced with a more energy efficient model.

Treasurer: *Susan Burgess*

- Susan distributed a treasurer's report to the board prior to the meeting.
- The wages total reflected a cost of living increase of 5.9%, as agreed by the board.
- Susan is working with Ellen DesMeules to reconcile FY22, following accountant's recommendations on handling the foundation expenses. Cory has provided help in correcting categorization of certain expenses. Susan will provide a balance sheet when this is done.
- The current balance is ~\$1900, and Susan anticipates first deposit of the Town allocation of \$20,750 this month.

Development: *Mary Worrell*

- Mary is to bring a rough draft of the annual solicitation letter to the next meeting for comments.

Outreach/Community Liaison: *Jocelyn Randles, Cara DeFoor and Mary Worrell*

- Cara, Jocelyn, and Mary met with the Pomfret Historical Society to explore joint programs. Subsequently, they visited the Hewittville Cemetery as the first step in putting together a library program on early residents. Susan suggested looking at resources offered by Vermont Old Cemeteries Association.
- Cara and Jocelyn met with a local author about a program that he has developed to introduce residents to contemporary poets.
- Other program ideas on the table are poetry readings from local poets (Cara and Mary have approached two who are willing) and one on maple trees/sugaring.

- The board agreed that the contemporary poetry program is worth exploring first as the author is ready to proceed.

Chair: *Tina Clifford*

- The Long Range Plan was reviewed. The goals were still seen as relevant.
- The Moth program is scheduled for August 26th at 7pm. The topic is *What is the Worst Thing that can Happen?* The board discussed marketing and preparing the space.

Old Business

The meeting was adjourned at 9.01pm. The next board meeting will take place at 7pm on Monday September 19th, 2022.

Respectfully submitted,

Jocelyn Randles

Appendix: Trustees of the Abbott Memorial Library, Librarian's Report [August 15, 2022]

1. Circulation Statistics in May (154), June (247), July (288).
2. Patron Tally in May (147), June (176), July (262).
new patrons in May, June, July: 7.
Computer use in May (7 users/4.25 hours), June (2 users/2 hours), July (15 users/15.25 hours).
Wifi use recorded in May (2 users/30 mins.), June (1 user/1 hour), July (6 users/10 hours).
Curbside Service in May, June, July: 10 pickups.
Volunteer hours for May: 14, June: 28, July: 31 (desk coverage, program, half marathon, grass seeding & watering, bat survey).
3. Programs in May, June, July:
Local Author, *Time and the Tree*: 16 people attended, including 3 children.
Summer Reading Program: 25 children signed up for reading logs/goody bags.
Outdoor Craft Table: 41 total, 27 children & 14 adults. The craft was offered outside at the picnic table on Thursdays, then brought indoors for Saturday and the following Tuesday.
4. Upcoming Programs:
Summer Moth Storytelling is scheduled for Friday August 26, 7 pm.
5. Eagle Scout project update: The table and chairs will be made of pressure treated bottoms and sealed pine tops.
6. Summer book sale: over \$100 in books have been sold by setting them on the front porch or in the front room.
7. GMLC/Overdrive Migration: The migration took place on July 19. The patron sign-in procedure is now 2 steps, and management of the accounts is the responsibility of the librarian.
8. We are still in the process of signing up for the Courier Service for interlibrary loan drop offs and pickups. Abbott's participation will begin with the new federal fiscal year, October 1.
9. South Pomfret Village Pedestrian Safety Scoping Study: Betsy and I met with Jenn Conley and Karen Sentoff of VHB Engineering on August 4, via Zoom, to discuss the library's perspective on pedestrian, bicycle, & vehicle traffic; and parking. A public meeting will take place in September.
10. A bat survey took place at the library during the last 3 weeks of July. The data was sent to the Vermont Fish and Wildlife Department. Big brown bat thanks go to Sue, Betsy, Bill Heston, and their friends and families for being outside the library at dusk, on 4 occasions, to observe and count bats coming out of the attic.
11. Fuel oil pre-buy discussion

Cory