

Board of Library Trustees

Meeting Minutes 6-11-18

Attendees:

Mark Lembke

Mark Blount, Chelsea School Principal

Megan Campbell, Co-Chair

Sarah Caouette, Secretary

Elizabeth Morrison, Library Director

Phyllis Hayward, Treasurer

Meeting was brought to order at 6:10 pm on April 09, 2018. **Motion was made and passed to approve the May minutes once the document reflects Phyllis's absence at the May meeting.**

Treasurer's Report- *Motion made and passed to approve Treasurer's report.*

Public Presentations/Comments- Chelsea School Principal, Mark Blount, attended this meeting to discuss a possible collaboration between the library and the school. The school had advertised an opening for a Media Specialist back in April. However, they had only received one application to date. The library has also started the process of filling a Youth Coordinator position (formerly known as Children's Librarian). The Board and Blount discussed the details of each position (scheduling, benefits, responsibilities and expectations etc) to determine if combining the two positions would be in the best interest of either party. No decisions were made at this time, other than to keep the possibility of collaborating with each other down the road, open.

Librarian's Report-

- E.M. asked the board if it would be okay to donate the old sandwich board to the Chelsea Historical Society. Consensus was that it was a great idea. Library has a new sandwich board and flag.
- \$100 Gift Card was approved as a staff going-away present
- The number of patrons using the library significantly dropped (from 734 to 557). However, "Circs" were consistent with the month prior
- Trying to start up Tech Night again - still looking for a volunteer.

- E.M. will be going over to the school June 12th to promote the summer reading program. She will also be going over to Riverbend on June 26th.
- We have \$710 in donations that are in a memorial fund for Winnie Royce. Sarah offered to discuss with family what they would like to see that money go toward.

UPCOMING EVENTS

- Book Sale- Sarah will draft a poster for the event
- Summer Reading Finale & Pie Walk - Friday, July 20th
- Bernie Lambek Presentation- Thursday, August 23
- Library Benefit Concert - Saturday, August 25th (*Evening of the Arts on the Green Festival*)
- Harry Potter Mystery Dinner (Friends of the Library)- Saturday, October 13th

Children's Librarian Report-

- 47 adults & 34 children have signed up for the Summer Reading Program
- One week in, and already have 30 books read
- 3 grant proposals have been submitted to: VT Community Foundation, Ben & Jerry's Foundation and the VT State Employees Credit Union (for the Summer Reading Program)
- Already have \$250 pledged from private sources
- Farmer's Market has a lot more energy this year/a lot more traffic- T.G. has two teens helping out this season - one, from Sharon Academy, is hoping to do some programming with kids around literacy for her Senior Exhibition.
- Another Sharon student washed all the windows last weekend and put in all the screens. He accidently bumped the light fixture that will need to be replaced

Old Business-

- Board reviewed logos that E.M. put together on a Google Docs file. Circled logos that had appealing elements. E.M. will share feedback with Heidi Allen Goodrich to see if she has any ideas for a new logo.
- Donations - See reference to Winnie Royce's fund in the Librarian's Report
- E.M. will ask the school what their policy is for record checks.
- Friends of the Chelsea Library Update- Still waiting on IRS approval of 501c(3) status
- E.M. will get in touch with Carol Olsen about Book Sale. Sarah will help design a poster.

- Board was updated on the Youth Coordinator hiring process.

-Adjourned, 8:15pm-