

CHELSEA BOARD OF LIBRARY TRUSTEES

Meeting Monday, May 11, 2015

6:30 P.M.

Chelsea Public Library

Minutes

1. Meeting called to order at 6:30
2. Present: Russ martin, Phyllis Hayward, Toni Gildone, Virgil fuller, Kasey Peterson, Susan Morse, Taylor Katz
 - a. Introductions and welcome to our new trustee Taylor Katz
3. Public Presentation - Toni Gildone
 - a. Report on two conferences
 - i. Vermont Early Literacy Initiative: Two day conference provided training and resources to libraries to work with parents and care providers to ensure all children enter school ready to learn. Received kits and resources for programming.
 - ii. Dorothy Canfield Fisher Conference: One day conference focused on book club building to encourage more students to read.
 - b. Other Comments
 - i. Toni needs storage space. Susan will ask Karen about an armoire in the front hall of TH. There is alternate space upstairs to use.
 - ii. Working to build summer reading program
 - iii. We received the Ezra Jack Keats Grant -\$380 - To explore literary heroes and create dioramas. Grant will provide materials.
4. Adjustments to the Agenda -
 - a. Farmer's Market Collaboration
 - b. Book sale donations
5. Correspondence - none
6. Public Comments- none
7. Reports
 - a. Secretary: Kasey moved and Phyllis seconded to approve Minutes for April
 - b. Treasurer: Kasey moved and Russ seconded to approve Treasurer's Report
 - i. Questioned whether we should go to a fiscal year July 1 to June 30. Virgil will look into this.
8. Librarian Report
 - a. Numbers lower than March but still high
 - b. Vermont Lib Conference May 18 + 19
 - i. Virgil would like to go and have registration costs covered. Approved.
 - ii. Virgil will find a sub with the option of closing the library if there is no one to sub. Consider setting up a sub-training.
 - c. CliF Finale was huge success
 - d. Sorting adult fiction. 70% done. Move onto Juvenile books to make room for more CliF books
 - e. Donated coffee maker from Susan Morse. Coffee will be available at the library for \$1.
 - f. Purchased a \$31 web cam to allow patrons to Skype
9. Old Business
 - a. Plant Sale
 - i. Very successful, best ever!
 - ii. Bought 125, sold close to 120 plants.
 - iii. Few left over will be sold at Farmer's Market
10. Fundraising Ideas
 - a. September 25 and 26: Plants Sale, Book Sale, Silent Auction, Food (?)
 - i. Phyllis will call Piermont Plant Pantry to look into option of buying Mums from them and to ask Abby about good timing to sell Mums

- ii. Sept 25th, Friday is Harvest Festival at Farmer's Market so good overlap
 - iii. Silent Auction – on the agenda for next
- 11. Farmer's Market Collaboration
 - a. July 31, Friday – at 6pm Toni would like to have Pie Auction and Contra dance (ticket includes food and dancing) as Grand Finale to the Summer Reading Program
 - b. Taylor and Toni will work together to see how Library and Farmer's Market can join forces for that day.
- 12. Book sale and donations
 - a. Received “adult books.” Decision to sell appropriate ones and set them aside to keep them out of hands of children
 - b. Kasey and Virgil will decide on procedure for receiving/sorting/storing book donations
- 13. Database Update
 - a. May 14, Thursday subcommittee (Russ, Phyllis and Susan) 1 PM at Susan's house
- 14. New Business
 - a. Strategic Plan Update
 - i. Doing well in following areas:
 - a) Increased comfort of space
 - b) Increased children services
 - c) More hours for both staff and public
 - d) Cafe area
 - e) More shelving
 - f) Digitize vertical file
 - g) Increase community collaboration
 - h) County library card
 - i) Hiring part time children's librarian
 - j) Better advertising - ongoing
 - ii. Not yet addressed
 - a) Space
 - b) More adult programming
 - c) More computers
 - d) Foreign language education
 - e) Teen space
 - f) Friends group
- 15. Future Agenda Items
 - a. Review Tech Plan: Virgil will send out another reminder and copy of plan
 - b. Change to a fiscal year budget
 - c. September Fundraiser - create a subcommittee to get that rolling
- 16. Future Meetings
 - a. May 11, 2015
 - b. June 8, 2015
 - c. July 12, 2015
 - d. August 10, 2015
- 17. Meeting Adjourned at 8:10

Respectfully submitted by Susan Morse 5/12