

Groton Free Public Library, Groton, VT

Library Trustee Meeting

Thursday, April 20, 2023 – 6:30 p.m.

The duly warned meeting of the Library Trustees was held at the Groton Free Public Library on April 20, 2023.

In Attendance:

Trustees Jennie Gaiss, Wayne Knott, Deborah Jurist, and Dawn Evans (remotely); and Librarian Sarah Spira.

The meeting was called to order by Jennie Gaiss at 6:31 p.m.

Approval of Minutes:

Deborah Jurist moved approval of the March 9, 2023, minutes. Wayne Knott seconded the motion. The motion passed unanimously.

Treasurer's Report:

Deborah Jurist reported that everything is running smoothly. She doesn't have any recent statements as it's not yet the end of the quarter. The town treasurer is working on getting us another I bond. Sarah Spira is doing her due diligence and everything has been running smoothly. Everything looks good and is well-managed.

Sarah Spira reported that, to be cognizant of not expending money until the budget passed, she utilized funds from the library fund until the budget was approved at the town meeting.

Librarian Director's Report:

Trustee Updates and Questions

The end of March and beginning of April were very busy. An incredible amount of work went into submitting the annual report for 2021 with the Department of Libraries. She had a lot of assistance from volunteer Julie Paton. The completed report is not yet posted on the Department of Libraries' website.

It was a challenging process answering the questions posed in connection with making the report. But the types of information requested are instructive about how our library is doing. Also, having to extract the information necessary to answer the questions is pushing us to keep better records.

She thinks it would be good for the trustees to review the report in order to see how our library compares to other libraries of our size, and how that has changed over time.

The annual report, the needs assessment and the summer program grant application were all due March 31. Sarah was able to get an extension on the deadline for the annual report.

Sarah Spira seeks direction about what can be done to repair and spruce up the picnic table out front, which has a warped board and is in need of being refinished. It was acquired from Mr. Avery. Wayne Knott agrees to take a look at it and see what can be done.

A patron has suggested that the current placement of the library's sign is too high – that it should be more prominent and face the road.

Deborah Jurist thinks we should drive by the library to get a perspective about where the sign might best be placed.

Jennie Gaiss suggests we talk with the Town about posting library hours and other events on the Town's electronic sign.

Deborah Jurist is interested in working with Sarah Spira on the sign placement.

Sarah Spira is working with Steve Hart on a summer concert series. The vision would be to have a concert in June, July and August and, depending on the musicians located to headline each concert, have young people as the opening act followed by the main event. She is looking at an afternoon start time on the first Saturday of June and July. She has tentatively scheduled Hungry Town for an August 26 concert to begin at 4:00, to coincide with the Historical Society Open House scheduled for that day. She plans to check with the Groton Fire Department to see if they want to do a chicken barbeque on the same date. Deborah Jurist suggests more activities should precede the concert. Maybe we should try holding one of them on a Friday night to see how it is received.

Jennie suggests checking with Patrick Ross of Newbury. He teaches and may have some students who would like to perform.

Jennie says she could take this idea to the Recreation Committee to see if they could contribute something to the event.

There was some discussion about whether trying to do three concerts might be too ambitious until we see what kind of a turnout we get.

Steve Hart was going to reach out to the band director at Blue Mountain to see if there were students who might want to perform.

Building and Technology

Sarah Spira met with Gary Lamberton, who came in to chat about the purchase of new computers and the connectivity problems. He did some work reconfiguring some of the cabling and that seems to have alleviated the frequent loss of connectivity. There's a bigger conversation that needs to happen. She did discuss with him the acquisition of new computers to compare prices. They also talked about the connectivity issue. There will be additional discussion about the different networks available to us and how to enhance what we have.

Volunteers and Staffing

The next volunteer meeting will take place on either April 30 or May 3. At that meeting, Sarah Spira hopes to prepare for a Mother's Day project.

Continuing Education and Meetings

Sarah Spira is currently taking the Collection Development course, which has prompted her to review the library's collection development policy.

In March, Sarah Spira visited the Norwich Public Library and obtained help in enhancing her ability to work with the new database.

Grants

The summer program grant was approved. It will be used for the summer concert.

The library has applied for the Winnie Bell Learned grant for \$500. If awarded, it will be used for nature programs.

The needs assessment for the capital improvement grant was turned in. The application period has been pushed out to the fall.

CLif Rural Literacy has opened up an opportunity for rural libraries to seek grants of \$2,000 for children's books and \$500 for a school library. We are eligible this year and have received it in the past. Jennie Gaiss is working with Sarah Spira in completing the application, which is due on May 20.

Outreach

Sarah Spira continues to seek out collaborators and invites the trustees to let her know of any groups that they think might be a good fit for a program.

Programs

About 70 people turned out for the spring event. The craft activities were all set up indoors for when it opened. An egg hunt consisting of some 2,000 eggs took place.

The hunter training was attended by fifteen participants with their chaperones. It went well. Sarah Spira has also connected with someone with the Let's Go Fishing program and we are hoping to do two programs – one on a weekend and one on a weekday. This would be fly-tying.

Other upcoming programs are on the website.

We have two Vermont Communities Council programs coming up. On April 28, Mark Timney will speak on Separating the News from the Chaff. It is being advertised on the library's Facebook page and in the newsletter.

In May, the Vermont Reads Program will send a facilitator and someone from the University of Vermont to facilitate a discussion about the book being read statewide – The Most Costly Journey, a nonfiction graphic novel about migrant workers in Vermont. The library has purchased twenty copies.

Friends' Report

Jennie reached out to Anne Hatch about joining us. Anne Hatch provided an emailed report in lieu of attending in person. Anne Hatch reports that the friends have been helping with baking treats for some of the events and have been happy to help in that way. If there are any suggestions about how to help, please pass them along. Not sure if they will have the volunteers to do a Fall Foliage event. They did baked goods at the Town Meeting for donations and came away with a nice amount.

Sarah Spira says they are trying to come up with some fundraising ideas that are less labor-intensive than book sales. There have been a lot of ideas, but everything is still in flux.

The community yard sale is scheduled for Memorial Day weekend. The friends are discussing doing something in connection with it.

Photography Policy

Last time we approved it, but a signed original of the policy needs to be executed by all of the trustees. Those in person at this meeting will sign and those not present will sign later.

Miscellaneous

Deborah Jurist will donate a microwave for the kitchen.

A volunteer noticed and reported that a sign containing engraved names of past librarians hasn't been updated since 2017. Jennie Gaiss offers to research names and dates of service of past librarians since 2017. Deborah Jurist moves that the plaque be updated. Wayne Knott seconds the motion. The motion passes unanimously.

Adjournment:

A motion to adjourn was made by Deborah Jurist and seconded by Dawn Evans.

The meeting adjourned at 7:51 p.m.

The next regular meeting is May 11, 2023, at 6:30 p.m.

Respectfully submitted,

Dawn Evans, Secretary