

Groton Free Public Library, Groton, VT

Library Trustee Meeting

Thursday, October 12, 2023 – 6:30 p.m.

The duly warned meeting of the Library Trustees was held at the Groton Free Public Library on October 12, 2023.

In Attendance:

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

The meeting was called to order by Jennie Gaiss at 6:37 p.m.

Approval of Minutes:

Deborah Jurist moved approval of the September 14, 2023, minutes. Wayne Knott seconded the motion. The motion passed unanimously.

Treasurer's Report:

Deborah Jurist said we are on track to be on budget. She has worked with Lisa Hart to facilitate securing the \$1,300 to come out of our Wells River Endowment Account to apply to the WiFi upgrades.

Library Director's Report:

The new computer is up and running in the front room and one of the older computers has been moved into the back room, which is now being used as a video game area, to maintain quiet in the front of the library. Steve Hart has been working on the installation of a shelf for the new router. He should finish up this week. Gary Lamberton has a bit of additional wiring to do.

Sarah Spira is working on submitting the tax certificate so that the library will not incur sales taxes when the new Wifi equipment is ordered.

Steve Hart is installing a solar light to illuminate the exterior sign.

The library will be closed November 18, 22, 23, 24, and 25 and December 23, 27, 28, 29, and 30.

Fall Foliage Day had 175 in attendance. Sarah Spira extends thanks to all of the Friends of the Library for supporting the afghan raffle and for the work of volunteers who helped get the library set up for success and made Saturday run smoothly. Special thanks to Anne Hatch, Jodi Fleurie Wollheb, Julie Paton, and Lisa Hart for making the afghan, to Kirsten Murch, Terri

Eastman, Lois Bostrom, and Dorothy Knott for working at the library that day, and to Richard and Martha Montague for the woodturning demonstration and top making.

Sarah Spira also expressed appreciation to Keri and Stephen of North Country Cleaners for their work after the event in cleaning the library.

A Hunter Education Program will be hosted at October 15th at Seyon Lodge. Registration filled up quickly. There is interest in pursuing a trapper education program in the future.

On November 1 from 10:30 to 12:30, NEK Counsel on Aging will conduct a listening session to hear what type of program would be supported and sustainable by local residents. This will be publicized through social media.

Winter Festival – Sarah can pursue the Light-up Trucks again this year. Volunteer assistance is welcome. Sarah is hoping to schedule the event on the first or second Friday of December. She will reach out to Sarky's, Artesano and Upper Valley Grill about participation in the event.

Sarah is winding down her purchases for the year. She has mostly expended the collection materials budget. What is left is items that have been preordered and have not yet arrived. The goal is to have everything on order by early November.

Reporting deadlines are on the horizon for the summer reading grant and the Winnie Bell grant. We have been notified that our Cliff grant application was accepted. We haven't received written notification to know how it works. We are still awaiting information about the timetable for Capital Improvement Grant applications.

Annual Appeal Update:

Sarah was working on the list today and it will end up being about 130 names.

Jennie says it will take a bit longer to prepare a draft of the appeal letter, but there is a good story to tell – the partnerships that Sarah has formed. We are planning to highlight the option for PayPal, so that will be incorporated in the letter and into the form. She has developed some stickers to put on the envelope and there are some pictures that can be incorporated.

We have targeted November 1 as our deadline to get a letter to the printers. Jennie will do her best to get a draft to the other members within the next week.

Annual Budget Committee Update:

Sarah believes she will be finished with her electives by May, so she believes she will get her certificate in May.

She is averaging 22 hours/week comprised of 17 hours while the library is open and 5 hours administrative. Sarah is comfortable with this ratio.

Dawn Evans moved that we increase the library director's hourly rate to \$22/hour for the 2023-2024 budget year. Wayne Knott seconded the motion. The motion passed.

Dawn Evans moved that we approve the remaining categories in the budget as presented by the Budget Committee for 2024. Wayne Knott seconded the motion. The motion passed.

We need to do more to publicize library hours.

Friends' Report

The Friends raffled off the wool and alpaca afghan and made a total of \$400. Lois Bostrom and Dorothy Knott sold the tickets. The winning ticket went to Lois Bostrom.

Policy Review Committee Update:

There are no updates at this point, but work has been done. Proposed changes will be presented at a future meeting.

Adjournment:

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

The meeting adjourned at 8:08 p.m.

The next regular meeting is November 9, 2023, at 6:30 p.m.

Respectfully submitted,

Dawn Evans, Secretary