

Library Trustee Minutes
11/16/22

Attending: Caitlin Corless, Janet Watts, Marie Froeschl, Mike Yandow, Iris Banks, Bonnie Doble (remote)

Absent: Joan Janzen, Lorna Swerhone

Meeting called to order at 7:00.

Add to agenda: new municipal building discussion, update on the budget

Minutes approved.

Announcements: None

Library director report: Victoria is learning about the catalog, Emily is doing storytime outreach to 3 places, Noreen has started an in-person card making group.

New sign is up.

Statistics look the same as 2018, physical circ still a bit lower but ebooks are up. More in-person visits this October vs. 2018.

Lots of programming is planned for November, December, and January.

Town is in the early stages of talking about a municipal building not in the city. Does the library want some space? (10,000 square feet in new building vs. 5800 sq ft in current building)
10,000 sq feet is 1 sq ft per person which is about what other libraries are.
(South Burlington is 28,000 square feet!)

Budget: Selectboard open to increases and may give \$15,000 to library - Caitlin says use it for more staff (14 hrs per week at \$19/hr)

Policies: Going to do 3 at a time. We need to read ahead so we can discuss and approve.

Lorna is working on:

Display case and bulletin board

Technology policy

Materials selection policy

Marie (and Janet) want a binder of policies for each trustee, we are putting them on the website, and there is a binder at the front desk.

Policies that are approved:

Patron code of behavior - add photography

Materials selection

Tech - old

Who can use the library

Patron privacy

Need policies for community room and programming.

Hours: 10-6 M-F and Saturday 9-2

Caitlin wants to take 5 hours from Victoria's old position and 5 hours from sub hours and have someone come in for 10 hours per week. We have a sub pool with 3 new people being trained. Trying to have 3 people at a time on the schedule in case someone is out.

Thanksgiving is a rough time for staffing. We will close at 4:00 on Wed. Only 2 people are working the Saturday after Thanksgiving.

Craft Fair raised \$1630. Using Memorial Hall was very successful.

Election of officers - Bonnie agreed to be president for another year. We'll continue the way we are this year. All in favor. Passed.

Lorna will not be reapplying to be a trustee this summer.

Bonnie is working on a task list for what the president does. And maybe Bonnie could delegate some of the tasks.

Make the agenda every month.

Joan took minutes last month

Janet this month

Lorna - January

Marie - February

Mike - April

Motion to adjourn at 7:50 by Iris. All in Favor.

Next meeting January 18, 2023 (Marie will be in Hawaii)