

Fairlee Library Board of Trustees Meeting  
October 12, 2022

Present: Cyrie Lange, Joy Weale, Jen Johnson, Beth Reynolds, Charlotte Williams, and Fairlee Selectboard Chair Peter Berger

Call to order: Meeting was called to order by Chair Cyrie Lange at 7:04 PM.

Review of previous month's minutes (from September 14th): On a motion by Joy, seconded by Jen, the minutes were approved unanimously as written.

New Business: Peter Berger reported that he attended a meeting of the Vermont League of Cities and Towns where it was explained that ARPA funds will be made available in Vermont to municipalities. There will be funds for town building maintenance and for HVAC. He will investigate the mechanisms for applying for grants. Peter also thanked us for our hard work and let us know he is in favor of a strong library.

Librarian's Report: (attached below)

–The new Ingram's policy is unwieldy and will take some time for Beth to adjust. She does need occasionally to purchase a few books from the Norwich Bookstore.

**Librarian's Report**  
**10.12.2022**

**Events/ Displays:**

Trunk or Treat has been advertised and I will push it a bit more to get some conversation going. I heard back from Ammie at Bunny Steps, unfortunately the timing doesn't work for her. It is advertised on Facebook and several other organizations have shared it out as well.

Fall Fest was held on Saturday, October 1, At the table we had juggling, Fall coloring pages, rubbing leaves with crayons, bubbles and tattoos. We saw 65 people and some of the kids were very excited to sit and color with us for awhile.

Take and Makes. This month we are offering book pages for people to make leaves. There is a sheet of ideas for decorating them with glitter, watercolor and ink. Its open to all ages and there are suggestions for mobiles, banners and wreaths.

Next month's Take and Make features instructions for an advent calendar. Brook Lewis has the supplies and will be getting everything to me soon.

I received an email from Denis Lambert about the Fairlee Arts film series as two of them have book tie ins. I told him we didn't have a December meeting, but that we could do the Howard Frank Mosher book for February. I'm interested to see how this collaboration goes and if we might be able to do more in the future.

I have a call out for handmade items to put into the display cases next month. When the fourth grade was here they got excited about the chance to display some of their collections.

### **Systems, old and new:**

My current challenge. Ingram has moved to a new system which means we now have a 15 book minimum and also we are charged a 2.50 fuel service fee. Where this becomes a problem is that there are 2 warehouses and I have to go through the list of books I've earmarked to determine which books should come from which warehouse in order to hit that minimum. Also when I pre-order a book 4 months in advance I used to get it by the release date, now it will just sit there until I hit that minimum. That may result in books coming a bit later or deciding to buy a few important books from the bookstore, which costs more. It will all work out in the end, I just wanted to alert you to this change, because it will be needing more of my attention until I can try to get into a new rhythm of ordering,

Kit Keeper. I was able to get the bookclub books picked through June 2023. Now that they are coming this way and through the courier, it should reduce the amount of time and money spent on getting the books from different libraries through the mail. Hopefully this will be much more efficient and at the same time offer our patrons interesting choices for our book discussion. I am attending an online meeting Oct 13 to learn more about the program and ways we might help to support it.

Courier. We had our first courier delivery on Oct 4. We should get a pickup on Tuesday the 18th. The grant application has been signed and completed, and we should have \$571.00 coming to us and then we will need to contribute that amount over the next year.

### **Year End:**

It's time for us to really get involved in the budget process for next year. Also, I will be starting the Annual Reporting to the state. This will be for the fiscal year 2021. Given that I was here for half of that year and since I went through this process once I am hoping this will be a little easier, or at least feel familiar.

### **Meetings:**

The state is holding a series of director workshops on Oct 20 and 21. I have signed up for both as well as a preliminary meeting on Oct 14 and the address from our state librarian on Oct 21 from 1-2:00. All of these will be online, I may need coverage for the last one, since we are open at that time.

Dr. Clarke from Dartmouth came and toured the building to take pictures for her class. We are working with a group of students in the Social Impact program. I went and spoke with the class and told them a bit about what we are hoping to do in terms of renovation/finding space for services. The other group of students is working on a similar project with the Bugbee center. I enjoyed meeting the Bugbee director and am hoping to set up a meeting with him just to talk about ideas for reaching out to the community and program sharing.

The Friends met in September. They are buying the Library a rug and signage for the

Children's Room as well as a 2 year subscription to Taproot magazine since Martha Stewart isn't publishing her magazine anymore. We also discussed ways to make the booksale run smoother--including collecting books offsite--and also having cards made of local images to sell as a fundraiser.

**Follow up needed:**

ARPA 2 grant for \$502 spent on books. \$467.00 was from Ingram, the rest I ended up spending t the bookstore since the other books I needed were stuck in the Ingram warehouse. I hope to finish that reporting this week, it's due Oct 17.

There are still two reports due for Summer Reading, one for the statistics and one for the \$300 grant. We just got an extension until November 15 and I hope to finish these by the end of the month.

I still need to get in touch with All Access and see about recommendations for a color printer. I have the information from Cyrie and I'll send that along to them. I'd like to by this by the end of the month, if possible.

The same with the vacuum. I have an email out to Kara to see if we can find something affordable but dependable.

**Services/Anecdotes:**

The Fourth Grade class came in and we talked about the different spaces in the library, including all of the other things we lend that aren't books. I also made a point of mentioning Lizzo who got to go to the Library of Congress and play a 200 year old crystal flute.

A gentleman came in and helped him get set up for a power point presentation he needed to deliver for work.

Lots of people very excited at the Take and Bake this month. Some surprised that we offered something like this for free. Two people sent me pictures of their muffins.

Not a very big turnout for Dot Days, but those who came were very joyful and playful with their art. Possibly something we can revisit next September.

<b>Door Count September 2022: 432</b>	<b>566</b>
Items Circulated: 571	780
New Patrons: 6	7
Outreach/Curbside: 1	1
Ref: 100	99

Computer Use: 42	49
Wifi: 59	65
Overdrive: checkouts, 92 holds 66	107/ 70
Adult Program:2 Attendance: 26	
Teen Program: 0 Attendance: 0	
Children's Program: 3 Attendance: 88	
Mags:2 Puzzles/ Games: 2/2	
Attraction Passes: 0	8
ILL In: 25	31
ILL Out: 4	12

Treasurer's Report: We do not have an updated printout, nor do we know when we will need to submit a draft budget. The Trustees will meet on Thursday October 20 at 9 AM to go over plans for next year's budget.

Old Business: The parking lot has been graded, with gravel put down, and the Route 5 entrance has been closed off, with some of the rocks used. This project was done for safety and preservation of the parking area.

Next full Trustees Meeting will be November 9th. The library will be closed November 11th (Veterans' Day) and the day before Thanksgiving.

Adjournment was at 8:25 PM

Respectfully submitted,

Charlotte Williams  
Recording Secretary