

## Haston Library Trustee Meeting Minutes

July 13th, 2023 @6pm

Town Clerk's Office

**Call to order:** Called to order at 6:05 by Vice Chair Corinna Stanley.

**Agenda Amendments:** Add Unattended Child Policy and Mission Statement to Policy Committee update.

**Attendance:** Corinna Stanley, Victoria Jacobs, Brenna Sturtevant, Millie Richard, Allison Franklin, Jen Raynak, and Library Director Josh Worman.

**Public Comments:** none

### **Review and Sign Warrants**

**Correspondence:** Josh got an email today from the Farm-to-Table liaison Annie, with a flyer and a donation form. There was discussion about last year's donation, and it was the consensus of the board that we should not give a monetary donation, but should find out if there are other ways to help out. Josh will reply to Annie.

**Approval of Previous Meeting Minutes:** M Victoria SC unanimously to accept the minutes with the correction that Victoria did not say that she would not be at the bake sale, but rather that she was not sure if she would be there.

**Treasurer's Report:** M Millie SC unanimously to accept the report as written.

### **Library Director's Report/Strategic Plan Updates:**

Josh recently welcomed "Miss Cassie" (Cassandra Stanley) onto the staff to run the children's programs. Josh is hoping that she will also be able to train as a clerk and perform other duties. It's going well so far. The watermelon exploded at the first STEAM-y Monday. Josh will make some suggestions about future themes/topics for that program.

The Vermont Reads discussion group event went well, and the books are being passed along. Corinna suggested leaving some copies at Garcia's Bistro in Enosburg. Josh has a few extras. Josh sent Naomi Wolcott-MacCausland a note and a gift card in appreciation of her participation in the event.

Numbers for the month were good.

Josh noted that many libraries are closed on Juneteenth. The Haston is open, and Millie suggested perhaps having some special programming on that day next year.

There was another discussion about holidays, and since the library staff now follows the town's calendar, it was suggested that adding that to the holiday calendar be brought up with the Select Board.

Additional details in the Library Director's Report.

**Strategic Plan:** Several non-traditional items have been purchased including instruments, cake pans, and a digital microscope.

## **Committee Updates:**

### **Policy Committee:**

Adoption of Bylaws: M Millie SC unanimously to adopt the bylaws. No public comments were received.

Unattended Child Policy: M Jen SC unanimously to accept the policy as revised. The only language change was from "police" to "law enforcement".

Mission: M Victoria SC unanimously to accept the Mission statement as written.

## **Old Business:**

**BBQ Bake Sale:** Post-mortem discussion: Victoria suggested we could do a better job of soliciting and tracking donations (clipboards for sign-ups were suggested) to have more goods available. Millie felt that she could have done better at asking for baked good donations with more information about who to ask and how to spread the word. We were sold out by 5:00, and a lot of people came to get their dinners between 5:00 and 6:00. \$850 raised two years ago, \$712 last year, and \$546 this year. Millie pointed out that people were extra-generous during the pandemic, so the \$850 number may not be hit again.

Corinna suggested that the board could arrive in two shifts, so not everyone had to be there the whole day. We should also have books, bookmarks, and even tote bags available.

Is there a way to do cashless donations? Jen will ask Lisa about how that could work.

Allison suggested raising the pie price back to \$12, which may also result in people giving \$15 and not asking for change.

**Fundraising:** Allison asked whether the bake sale was the library's major fundraiser, which led to a general discussion of fundraising events and campaigns. This led to a discussion about publishing an updated phone book. Jen has Linda's file from 2018. This discussion will continue in the fundraising committee.

**Library Bookmark:** No report.

**Little Free Library:** Millie heard from Nancy that she loves the idea. Jen did not get to speak with Joyce. Brenna will send Jen Joyce's email address. The library itself does need to get out of Stacie's basement. Jen will ask Dan to bring it to her house for temporary storage.

The Patton Shore Little Free Library is back up.

### **New Business:**

**August Events:** A marionette company will do a performance at the Town Hall, and the Planetarium Lady will return. Someone will let the kids at Vacation Bible School know.

**Due North Fundraiser:** This will take place on August 6th. Josh was in touch with Erich about whether the funds should be split to also benefit the winery, and Erich said he'd like the donations from this event to go fully to the library.

Erich has arranged for Mill River to bring a pizza oven truck so there will be food available.

The event will be 12:00-4:00-ish, which are the winery hours.

Corinna suggested moving the donation table, as it was a bit out of the way last year. Brenna suggested moving it to the "top of the circle" where most people will walk by on their way in. Josh will ask about putting a donation jar inside at the counter. Brenna asked about signage, and Allison asked if we had a "tabling kit", which we don't. Allison will look into putting one together that can be used for all events.

Millie will advertise the event in the Camper's Association Newsletter if possible.

Josh will advertise through the regular library channels.

Brenna will ask about borrowing the large tent that is owned by her parents and several of their friends.

All trustees think they can be there. Further discussion will happen by email.

**Other Business:** none

**Member Concerns:** Victoria reminded the board about the Homestead 30 Year Celebration.

M Victoria SC unanimously to adjourn.

Adjourned at 7:02pm.

Submitted by Jen Raynak

The next meeting will be September 14th, 2023, at 6pm in the Town Clerk's Office.