

Minutes of the Pierson Library Board of Trustees 9/16/21

Call to Order 5:04 PM

Present: Alex Nalbach, Alice Brown, Holly Brough, Charlotte Albers, Lisa Merrill, Becky Jewett (remote), Kevin Unrath (Library Director)

Approval of Agenda

Becky makes a motion to approve, 2nd by Charlotte. all voted in favor

Approval of minutes from Aug 19, 2021 Motion by Charlotte, 2nd by Holly. all voted in favor

Treasurer's Report by Alex. Presented current balance. Expenses recently incurred: Open House; landscaping with perennials (done for now!) Motion to approve this cost---by Alice, 2nd by Becky. Charlotte abstained from this vote. Everyone else voted in favor

Library Director update

On target for our current spending; will see an increase for our new Sunday hours

Circulation is looking good; lots of building usage, as well (good!)

COVID: Despite current covid case numbers in VT, feel that Library is a safe place---mask mandate helps. There usually aren't crowds in any room (even at story hour);

Year over year circulation patterns and history---Detailed analysis of circulation numbers--up 13% over 2019, which is higher than the budget increase about to be requested, Becky notes. Chart shown that shows dips due to Covid and moving buildings; spikes due to new space opening and lack of Covid. DVD and CD(books) circulation is down---due to streaming and electronic audiobooks, presumably. Decrease in non-fiction a bit, as well. Perhaps this is due to increase in easily-accessed content on-line.

Website discussion/Communications. Had a meeting 9/14 on ideas for the website. Summary: Do an RFP based on feedback from the meeting, hire a professional to "refresh" our website---modeled after Charlotte Library's website. Then make sure that we get a volunteer, who would take on updating the website weekly. Also discussed getting good photography for our website---images of the garden and of the indoor & outdoor spaces with people using them. Charlotte will work on getting a photographer for outdoor (and maybe indoor) shots.

Programming, still concerned with crowds: Book club now on-line. Not pursuing 2nd Wednesdays schedule quite yet. A difficult time to start new programs remotely---folks seem more willing to continue with existing programs remotely, but not start a new one remotely. Thinking about more outdoor programs, such as walking tours of Shelburne and fall-themed story time, Friday evenings, outdoors, perhaps with a firepit. Should we have a programming committee? Should volunteers be involved more? Staff come up with many many ideas, but need more "worker bees" coordinators to make it happen! And also

looking at program tracks---like four-session events. Examples of other program tracks we have are 2nd Wednesdays, summer programming, garden club, story hours, historical society. Because of Covid, not comfortable with hosting indoor programs right now. Lisa will reach out to energetic contacts who might take on a program series. Next steps are for Becky and Charlotte to meet with Kevin and his staff.

Open House Summary: A wonderful success! Consider making this an annual event--like a "Fall Open House". Advertise our start of Sunday hours. Maybe keep the Open House in September, and use the Shelburne Day (August) to promote the Library via a story hour, eg. Town Hall activities were not well attended.

Preliminary Review of the Budget for October Meeting's formal decision. Shared by Becky. Sum: Salary & benefits increase; materials increase. Spurred by increase in hours that Library is open, and increase in circulation. Library is underfunded compared to peer libraries. Staff is so busy doing circulation, they have no time for bigger-picture (or any other) things. A new hire could help with outreach. Materials have been way-underfunded for years. Peer libraries spend a LOT more on materials than we do. Patrons tell us that they want a border range of materials (like e-books). Last year, budget was kept flat--all the more justification for this request.

Director's Review and Goals

Motion was made by Becky, 2nd by Charlotte that Executive Session required for personnel discussion

Motion to enter Executive Session made by Char, 2nd by Holly at 6:19 PM, ended at 6:30 PM

Motion to exit Executive Session made by Char, 2nd by Alice

Discussion of Trustee funds for Library Enhancements

Fire release (for doors to stay open, and close automatically in emergency---\$ will come out of out Trustees fund),

Quilt for front entry, pots for plants (we decided not to pursue) interior benches or cushions (Becky and Char found new cushion coverings material, Becky will donate time to sew them)

Painted wall direction signs: Pete Boardman (SCS Art Educator) has given us a quote for this project;. Holly will mark-up photos to illustrate the request.

Curtains - Historical Society: Update from Ruth with quotes for various types of curtains; should we order the black-out liner and historically-appropriate outer coverings? Or should we move forward with temporary, less expensive curtains, so we have something there? Continue discussion on this issue in October. Lisa will reach out to Ruth and to Lee.

Motion made by Charlotte to approve \$700 in expenses for cushions and wall signage; Alex 2nd.

Middle school Art students at SCS might display their art in the Community Room at the end of their 6-week Art Education rotation. Idea from Pete Boardman.

Coordination with the Friends – Book Sale October 22-24 in the Town Hall. Need volunteers!

Next scheduled meeting, **October 21, 2021, 6:30 PM**

Motion to adjourn made by Alice, 2nd by Holly. Meeting adjourns 7:02 PM