Whiting Library, Chester, Vermont

Regular Meeting of Board of Trustees

Meeting Notes – March 18, 2025 (re-scheduled from March 11th)

In attendance at the Whiting Library Community Room: Bill Dakin, Gail Zachariah, Jessie Krust , Matt Gorsky, Marilyn Mahusky. Attending via Zoom: Lyn Smith. Absent: Donna McNeill-Hudkins, Lora Cokolat.

Public Attendance via Zoom: None

Bill Dakin called meeting to order at 6:30 PM

The board of directors of Whiting Library elected new officers. Bill Dakin nominated as chair, nominated Jessie as Vice Chair, Donna McNeill-Hudkins as Secretary, Lora Cokolat as Treasurer - all approved.

Additions to the Agenda – None

Approve Minutes from February 11th, 2025 – motion to approve. Approved.

No discussion on minutes.

Treasurer Report – Lora is absent, but has sent in her report. Motion to approve the report as submitted. Any discussion. Gail, will outline the basics of the report. $500 since the beginning of the year in book sales. We got a $20K grant from last year that's paying for the yoga and creative. There was $750 for cleaning charges. Bill asked if the Cleaning is up to date. Gail said yes, they are not very good at billing. We are all paid up.

Wealth Management Account, we will watch closely. We did get our first quarterly payment. As the market is changing, we will keep a closer eye on it.

Lyn asked about the Money Market account. It is listed as an asset.

Treasurer Report is accepted.

YOUTH SERVICES REPORT –

After School Program is very popular. Did an international tape session, very popular. Lyn went to Story Time last week, found it very fun! Slime making party was well attended and fun.

DIRECTOR REPORT

We have 3 live author talks/month. 91 people attended. We could count these as programs when we do our reports to the State and IMLS reports. Very successful. Gail lays out her report similar to how she has to report to IMLS. Bill asked how we benefit from these numbers. Is it a benefit as we are showing how many people attended and the community participation. It is the same thing as circulation in a way.

Another day we will talk about Gail and Carrie's trip to New York for "Family Place Libraries" program training.

Discussed getting local authors to our Library. She has submitted to the Humanities Council that we would like Hamilton. There is also a book, "Gather" by Kenneth Cadow and the film by Jay Craven Productions, "Just Getting By" will be at the Chester Town Hall.

We have a $5K grant from the Public Library association for workshop for adults on digital literacy. Also applied for a grant from a Vermont Small Library regarding efficiencies. The Town estimated $15,875 for updates, Gail has applied for a grant for $15,000 to help offset the costs.

Discussed issues with snow slide off the roof and onto the Wheelchair ramp/paths. There has been so much, it freezes, then Gail can't move it, and it's dangerous for pedestrians. Originally the ramp was to be moved to the back by town (grant funds). Something has to be done. We should look at it from an ADA standpoint. They (the town) had a project in mind, they did not get that grant (question this), so now there is nothing planned. IT is an access problem. If we apply, it would have to be in conjunction with the town, as they own the building.

Marilyn asks what was the plan originally, and is it an adequate plan. Who made the plan? It was drawn up by an architect.

We need to have a meeting with the town to discuss. There may not be a grant available for 3 to 5 years., but, we can't wait that long to gain the accessibility. The Town may have to make sure the walks are cleared.

Lyn suggested the town put on roof guards to prevent the snow from hitting the ramp. That may not be such an expensive thing to do. Bill suggests we sit down with Julie and explain that we have a safety issue and something must be done before next winter.

IF we have a provider who currently shovels, we discuss with them and hire them to take the snow off the roof.

We'll get Jim Cole to take a look at this and make suggestions. We will set up a meeting with Jim Cole as well as Steve from Facilities at Town.

Per Marilyn, it isn't safe for the library employees to be shoveling. If you're hurt, it is a huge liability.

Bill asked if we are all receiving emails from the VT Dept. of Libraries. We ALL are not.

There is an email from the VT Dept. Libraries Coordinator – regarding funding. Basically, that things are status quo. That could change depending on what OMB says.

Motion to accept Directors Report – accepted.

Family Place Libraries Training Institute. Sent a link. We are members thru a grant. $20K is largest portion, $4K to $5K for toys and equipment. Program element, parent child workshops. They have local experts who will come and chat with parents on child development, speech and language, someone parents can ask questions of.

This won't start until September. Two, 5 week programs. Donations may be needed to have an expert come to the library. Can help facilitate connections with parents and agencies. This is a first for a Vermont Library. There are several in New Hampshire. Nobody here in Vermont yet.

We should use the fact that we're the first in the State in communications

Concern with room upstairs space for this.

FUNDRAISING COMMITTEE

Talked to Dan about Red House Press about printing costs.

Discussed doing a Thank you letter vs hand writing thank you cards. Jessie and Donna will discuss

Regarding the upcoming mailings. Do we want to just send out a postcard, then targeted letters? Fundraising committee will meet and discuss. Winter appeals make more money.

We are a growing library, changing demographics, we should continue to spread the word and communicate our capacity and capabilities. We need to always be visible to the town.

Agreement that we continue to promote what's happening at the Library. We need to look at the numbers again.

NEW PRINTER

We have a proposal, lease or purchase on new and used. 3rd option doesn't have 11 x 17.

Matt suggested that we go with the used one as it would be better, as long as all of the repairs are covered, it would be the better deal.

Motion made and The board approves the lease of a used printer under option 2, which is deemed more cost-effective. Gail will let them know.

OLD BUSINESS

Gail has drafted policies and forwarded to the Policy Committee who have to meet to review

Donation to replace the carpeting in the entryway of $1,000. Our carpet person will give us carpet and labor for $1,200. So, it would cost the Library $250. Motion made to approve. Approved.

OTHER BUSINESS - None

Move to adjourn at 8:00 PM approved.