

Approved Minutes 3-6-24



Whitingham Free Public Library  
P.O. Box 500  
Jacksonville, VT 05342

Board of Trustees Meeting Minutes

March 6, 2024

Approved 5-1-24

5:36 pm Meeting called to order.

In attendance Edie Brigham, Mark Halverson, Cindy Holveck, Shandell Soumar, Wendy Sergeant, Kristine Sweeter- Director, Lois Lapointe- Assistant Librarian

Public comments: None.

Mark made a motion to approve February 7th, 2024 Minutes. Shandell seconded, it all approved.

Director's Report – discussions:

Specials:

- We are looking forward to Spring Fling Saturday March 30th 10:30am.
- Family Bingo Sunday April 28th 2pm- looking for gift baskets, asking for donations.
- Plant Swap Saturday June 1st please start extra seedling to contribute.
- Library Camp June 17-21st and June 24- 28th (The program this year will not have the same events as last year due to lack of grant funding.) Kristine is creating economical ways to deliver programming and requesting volunteers for enrichment programs.

Grants:

- The Fiber-connect Grant was awarded, it is a 10 yr grant, including initially set up First Choice equipment upgrade and DV fiber \$150 per month, and monthly internet costs.
- Unfortunately, Clif Literacy Enrichment grant was not awarded.
- Kristine is working on VTLib Capital Project Grant. The same information is needed for Public Facilities Preservation Initiative Grant for Small Rural Libraries; Kristine handed out information regarding this grant.

New and Old Business:

Town Meeting approved Library's Budget.

Mark made a motion to accept the letter of resignation of Edie Brigham as chair; Shandell seconded; all approved. We appreciate Edie and are happy for her as she is moving forward in the next phase of her life.

Trustee positions:

- MA Johnson has graciously agreed to be a Trustee until the new fiscal year {July 2024}.
- Wendy made the motion to elect Tanya Bernard to become chair for the next fiscal year {July 2024}; Cindy second, all approved.
- Mark made a motion to elect Wendy Sergeant to become secretary for the next fiscal year {July 2024}; Cindy seconded, all approved. Until July 2024 Wendy has agreed to continue secretary position.
- Congratulations to Wendy and Tanya, accepting secretary and Chair positions, respectively.

2026 OHW – The library will have a float for the parade. They are looking for ideas.

Director's Report  
Kristine Sweeter  
March 6, 2024

- ❖ Programming:
  - Rhyme time - Thursdays beginning APRIL
  - Adult Craft Group 3rd Thursday
  - Yoga Mondays 6 pm
  - Meditation Wednesdays 5:45
  - Homeschool Group – Monday afternoon
  - Book Group 2<sup>nd</sup> Wednesday 5 pm
  
- ❖ Specials:
  - Spring Fling Saturday March 30<sup>th</sup> 10:30 AM
  - Family Bingo Sunday April 28<sup>th</sup> 2 pm (fundraiser)
  - Plant Swap & Book Sale Saturday June 1<sup>st</sup> (fundraiser)
  - Library Camp June 17-21 & June 24-28 \*need volunteers for enrichment programs
  
- ❖ Grants:
  - Fiber-connect Grant** –
  - \$16,000 for internet installation, upgrade equipment, monthly internet cost
  - Complete – Should arrive soon
  - First Choice Quote: Equipment upgrade \$2,471.13
  - DV Fiber – provider \$150 per month
  - VTLib Summer Grant - \$300 – submitted 3-6-24
  - Clif Literacy Enrichment Grant \$1,000 submitted
  - VTLib Capital Project Grant – in process
  - Public Facilities Preservation Initiative Grant for small rural libraries – Fall 2024
  - Windham Foundation – on hold
  
- ❖ Fundraising:
  - Total Deposits \$17,800 (\$6,616 grant reimbursement)
  - Total fundraising \$11,184 (Annual Goal \$8,525)
  - 2023-2024 Annual Appeal - total collected as of 3/2024 \$8,665
  
- ❖ Account balance:
  - M&T Bank Money Mkt Account \$48,056
  - 2/8 deposit \$450
  - Chk #109 (\$370.40) M&T Bank – window blinds
  - 2/22 deposit \$350
  - fiscal year interest t/d \$445.35
  
- ❖ 2024-2027 Trustee's
  - Whitingham – Shandell Soumar, Cindy Holveck
  - Halifax – Mark Halverson
  
- ❖ Staff
  - 2026 OHW Committee – Kristine
  - Kristine Vacation 3/28-4/8
  - Lisa/ Kristine - Children's Literacy Conference April 12<sup>th</sup> - Total \$110