

Approved Minutes 6-12-24



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

Board of Trustees Meeting Minutes – Approved 6-12-24  
May 1, 2024

5:36 pm Meeting called to order.

In attendance Tanya Bernard, Mark Halverson, Cindy Holveck, Shandell Soumar, Wendy Sergeant, MA Johnson, Kristine Sweeter- Director, Lois Lapointe- Assistant Librarian

Public comments: None.

Mark made a motion to approve March, 2024 Minutes. Cindy seconded, it all approved.

Executive Session

Director's Report – See attached report.

Discussions:

- New Memory Cafe to support caregivers and seniors.
- Plant Swap and Book Sale Saturday June 1st 9am –2pm please start extra seedling to contribute. Need Volunteers to set up books the night before. (Be careful of jumping worms – evasive species of worms.)
- 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. Cap of 16 students. Cindy will be offering First Aid; Tanya offering painting; Weeping Willow offering yoga. Southern Vermont Natural History – Thursday June 20th 1pm & Mad Science Monday June 24th 1pm open to public.
- Digital Service – Green Mountain Consortium Biblio \$0.30/patron (very economical). Allows more efficient way to get online /ebooks.

New Business:

- Review Trustee Training (Most of the Trustees attended)
- Friday July 26th 4-7pm Blueberry Festival Market and Music – Need Vendors. No fees. Considering Kid Vendors. Vendors need to supply own tables and tents. Tents must be secured.
- Ideas for fund raisers:
  - o Casino Night
  - o Class on Plant Propagation
  - o Ayurveda Cooking Class

Old Business:

- 2024 Capital Funds Grant – submitted
  - Family Bingo raised \$1206
  - Plant Swap – Saturday June 1st 9am-2pm
  - OHW 2026 The library will have a float for the parade. They are looking for ideas
- Mark made a motion to adjourn at 6:53pm . Cindy seconded, it all approved.

Director's Report  
Kristine Sweeter  
May 1 2024

- ❖ Programming:
  - Story Hour - Thursdays – no participants in April.
  - Adult Craft Group 3rd Thursday
  - Yoga Mondays 6 pm
  - Homeschool Group – Monday afternoon – sporadic attendance
  - Book Group 2<sup>nd</sup> Wednesday 5 pm
  - NEW!! Memory Café – Senior Solutions Partner, meeting 5/8, training will be provided
  
- ❖ Specials:
  - Family Bingo Sunday April 28<sup>th</sup> 2 pm \* \$1,206.
  - Reiki share – Saturday May 11<sup>th</sup> 10 am 12 pm
  - Plant Swap & Book Sale Saturday June 1<sup>st</sup> (fundraiser) \*NEED VOLUNTEERS
  - Library Camp June 17-21 & June 24-28 \*need volunteers for enrichment programs, (filling up fast!)
  - So. VT Natural History- Thursday June 20<sup>th</sup> 1 pm & Mad Science Monday June 24<sup>th</sup> 1 pm open to public
  - \*Weeping Willow, Yoga, (TENT-Cupcake decorating) and First Aid campers only
  
- ❖ Grants:
  - Fiber-connect Grant** – update
  - received \$17,000
  - 4/18 – Equipment upgrade deposit (\$1235.57) First Choice Svc.
  - Balance \$15,764.43

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  - VTLib Summer Grant - \$300 – Awarded – expected 5/2024
  - VTLib Capital Project Grant – Submitted 3-12-24 (Awarded late spring/early summer)
  - Public Facilities Preservation Initiative Grant for small rural libraries – Fall 2024
  
- ❖ Fundraising:
  - Total Deposits \$20,176 (\$6,616 grant reimbursement)
  - Total fundraising \$13,560 (Annual Goal \$8,765)
  - 2023-2024 Annual Appeal - total collected as of 5/2024 \$9,265
  
- ❖ Account balance:
  - M&T Bank Money Mkt Account \$50,650
  - 4/22 deposit \$600
  - 4/30 deposit \$1206 Bingo
  - fiscal year interest t/d \$663.60
  
- ❖ Trustee's
  - VT Lib – Trustee Training April 4, 2024
  - Letter to Selectboard recommending M.A. Johnson for appt until March 2025 to fill Edie B. vacancy.
  - Thank you notes
  
- ❖ Staff
  - 2026 OHW Committee – Kristine
  - Lois – vacation 5/16-5/22
  - Library Closed 5/25 and 5/27
  
- ❖ Collection/ Holdings
  - Backpacks are being updated; added Gardening. To be Added: Space, Bugs
  - Pickleball Set donated by Lion's Club