



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

May 5, 2021---Draft Minutes
Board of Trustees Meeting
--5:15 Call to order

In Attendance:

M.A. Johnson, Edie Brigham, Adam Ranslow, Maryann Cheveralls, Kristine Sweeter

No public comments

We were not able to accept the Feb. and March minutes as there was no quorum. We will do them in June.

Kristine reviewed the Directors Report and reported that she is back to her regular schedule and Lois is back to her Tues. and Friday schedule. Gina is continuing per diem and working on summer planning.

--Kristine gave us an update on the Library Camp which will be held on Mondays by age group.

--The Drive-In theater will resume this summer with 5 planned shows. Having a concession stand was discussed.

--The library and Wings will do two programs together in July.

--Kristine is going to get seeds through a program called Ark of Taste from The Dept. of Libraries to give to interested community members.

--The library will again be receiving State Park and Historic Site passes for community members.

--We decided to postpone doing a Chromebook policy until next month.

--The tool policy will be sent to board members to review before the next meeting.

--The Annual Appeal is ready for processing and we are all going to work towards getting it out by the end of May.

--The plant swap is scheduled for June 5th and board members will contact businesses for donations.

Outdoor outlets have been installed with money from a technical grant.

Members took home a draft of the evaluation of library director to look over and work on.

The meeting adjourned at 6:00.

Submitted by: Edie Brigham

Librarian's Report

Kristine Sweeter

May 5, 2021

❖ Staff

Kristine – regular schedule

Lois – regular schedule with Tues/Fri 3 hrs.

Gina per diem summer planning

Upcoming webinars:

-May 20th Kristine Movie License

-May 26th The Hate U Give Author – VT Humanities

-June Brattleboro Area Hospice Advanced Care Planning

❖ Statistics – attached

❖ Budget – June

❖ Programming

-Kids Club Kits Jan-March 3rd Saturday: include crafts, books, snacks, etc – 27 registered

-Adult Reading Challenge with Wings

-take home mandala canvas art project for adults 25 people participated

Summer Programming:

-planning outdoor / indoor Library Camp Mondays by age group

-Drive-in theater – Kick-off Summer June 24th, July 8th, 22nd, August 5th, 19th

- WINGS Camp programs July 14 “Vermont Wildlife / July 28 Wildlife Stories

-State Park & Historic Site passes will be provided again by the VTLIB, VT Dept of Historic Preservation and VT - Dept of Forests, Parks and Recreation.

-Foster A seed program with Dept of Libraries and Ark of Taste

❖ Equipment / maintenance

Chromebook policy and agreement to be approved and adopted policy

Chromebooks being set-up with security, apps and staff training

#1 Chrombook – completed

#2 in process

Tools - catalogued and packaged – completed

Tool Lending Policy and Agreement to be approved and adopted as policy

❖ New Acquisitions: Alternative lenng

N/A

❖ Fundraising:

-Annual appeal is ready for processing

-Check Approval

#102 \$470 Remit Envelopes

#103 Jacksonville Postmaster Annual Appeal postage \$440-\$475

-Plant Swap June 5th 9-2

-Drive-In concessions stand

-Decorative Saw Raffle