



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

Board of Trustees Meeting Minutes

Draft June 12, 2024 5:38pm Meeting called to order.

In attendance Tanya Bernard, Mark Halverson, Shandell Soumar, Wendy Sergeant, MA Johnson, Kristine Sweeter- Director

Public comments: None.

Mark made a motion to approve May, 2024 Minutes. Shandell seconded, it all approved.

Director's Report – See attached report.

Discussions:

- Library Camp June 17-21st and June 24- 28th Camp is full each week with 16 kids.
- Friday July 26th 4-7pm Blueberry Festival Market and Music. Children Vendors. The guardian/parents must complete application/waiver and be present with the children. Discussion on logistics of who will help set-up.

Mark made a motion to accept Cindy Holveck's letter of resignation. Wendy seconded it, all approved.

Mark made a motion to accept Judith Benard as new trustee (in place of Cindy) Serving from July 1, 2024 until March 4, 2025. MA seconded it, all approved.

Executive Session 6:04pm – 6:16pm regarding staffing discussion

Shandell made a motion to adjourn at 6:30pm . MA seconded it, all approved.

Note: No Meeting in July.

Next Meeting is August 7, 2024.

Director's Report
Kristine Sweeter
June 12, 2024

- ❖ Programming:
 - Story Hour – cancelled for summer
 - Adult Craft Group – canceled May/June
 - Yoga Mondays 6 pm
 - Homeschool Group – on summer break
 - Book Group 2nd Wednesday 5 pm
 - Memory Café – Senior Solutions Partner – on hold, lack of volunteers

- ❖ Specials:
 - Library Camp June 17-21 & June 24-28 *need volunteers for enrichment programs, (filling up fast!)
 - So. VT Natural History- Thursday June 20th 1 pm & Mad Science Monday June 24th 1 pm open to public
 - *Weeping Willow, Yoga, (TENT-Cupcake decorating) and First Aid campers only
 - Jacksonville Blueberry Festival Friday July 26th 4-7 pm

- ❖ Grants:
 - 8/2024 Market 32/Price Chopper \$250 grocery card for Lil' Food Pantry**
 - Fiber-connect Grant** – update
 - received \$17,000
 - 4/18 – Equipment upgrade deposit (\$1235.57) First Choice Svc.
 - Balance \$15,764.43
 - Internet installation update:**
 - Due to the inability to install before the end of June and because of terrible customer service and relations the libraries install request was cancelled.
 - Consolidated Communication will install new internet service June 21st. First Choice Svc. will upgrade our equipment June 24th, keeping us on track with Firstlight's disconnection on June 30th.
 - 100 mbs 88.98 month plus tax and fees.

- VTLib Summer Grant - \$300 – Awarded – deposited
- 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 \$20,975 (\$6,616 grant reimbursement)
 - Total fundraising \$14,359 (Annual Goal \$8,765)
 - 2023-2024 Annual Appeal - total collected as of 5/2024 \$9,265
 - Plant Swap/Book Sale \$547

- ❖ Account balance:
 - M&T Bank Money Mkt Account \$51, 540
 - 5/19 deposit \$172
 - 6/3 deposit \$627 -\$387 plant swap, \$160, yoga/desk \$80
 - fiscal year interest t/d \$663.60

- ❖ Trustee's
 - Cindy Holveck – resigned due to lack of time and availability

- ❖ Staff
 - 2026 OHW Committee – Kristine
 - Kristine Vacation 7/1-7/8
 - Lisa Vacation 7/1-7/6

