



Whitingham Free Public Library

Board of Trustees Meeting Minutes

August 4, 2021 Draft Minutes

Present: Cathy Bell, Edie Brigham, Maryann Cheveralls, Adam Ranslow, Kristine Sweeter

The meeting was called to order at 5:30 p.m.

There were no public comments.

Minutes: Adam made a motion to accept the June 2, 2021 meeting minutes with the noted change. Cathy seconded and all voted in favor.

Director's Report

Covid update: Wearing masks in the library will remain optional unless the governor changes the requirement.

Programming: The Summer Reading Program will end on August 9th, one week early. In the Fall Kids Saturday Story Hour will begin. There will also be an Adult Craft Group from September to November. Other programs scheduled are A Life of Sorrow: The Life & Times of Carter Stanley on September 26th and A Celtic Christmas on November 21st.

Grants: The library is eligible for an ARPA grant of \$3,548.96 distributed via the VT Dept. of Libraries. Kristine submitted the request for a staff laptop, patron desk top computers, furniture and portable DVD and CD players.

Fundraising: The Plant Swap earned \$425. The Decorative Saw Raffle has earned \$176 to date. Tickets will continue to be sold at Sprague's Sugar House until Labor Day. The Annual Appeal has resulted in \$6,400 to date.

As of June 30th, the end of the fiscal year, the library's budget had an unspent balance of \$2,538.15 which can be applied to the 2022-2023 Town Appropriation.

New Business: The Library's Book Sale will take place on Saturday, October 9th. Volunteers will be scheduled next month. Adam and Edie will be looking into expanding the outdoor Halloween event this year.

Old Business: Trustee training will be held in September or October. The Director's Annual Review, signing of new policies and a discussion of merit compensation for Kristine and Lois will be revisited at the September meeting.

Cathy made a motion to adjourn at 6:25 p.m. Adam seconded and all voted in favor.

Respectfully submitted,

Maryann Cheveralls

Librarian's Report
Kristine Sweeter
August 4, 2021

❖ Staff:

Kristine – vacation 8/25-8/31

Lois – vacation 8/14 – 8/24

Gina – 5-10 hrs per week

❖ Programming:

Summer reading program ends 8/9/21

Fall Story Hour / Kids Club

Adult Fall Craft Group

Sept. 26th 2PM: A Life of Sorrow: The Life & Times of Carter Stanley (Theatrical Performance)

Nov. 21st 2PM Celtic Christmas

❖ Grants:

ARPA Grant – Submitted - Whitingham eligibility: \$3,548.96

(staff laptop, patron desk tops, furniture, portable dvd, cd players to lend)

❖ Fundraising:

Account balance: \$36,217.00

Plant swap \$425

-Decorative Saw Raffle \$176

@ Sprague Sugar House

-Annual Appeal \$6400

- Book Sale Saturday October 9th. Volunteers needed/ schedule

Set-up Oct 8th / Hours 8 am – 2 pm / Clean-up 2 pm