



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

Board of Trustee Meeting  
Whitingham Free Public Library  
Jan. 8, 2020 - Draft

Meeting called to order 6:17 PM

In attendance: Maryann Cheveralls, Edie Brigham, Helen Krzeminski, Tyler Colford, Catherine Bell and Kristine Sweeter, Director

Approve Minutes: Helen moves to approve Nov.2019 minutes, Maryann seconds, all approve with Edie abstaining.

Edie moves to approve Dec.2019 minutes as amended, Maryann seconds, all approve with Helen abstaining.

Librarian's report: Budget and town report have been submitted to the town.  
Annual appeal is at \$6,597.00

Ongoing events: Jan. kids club moved to 2nd.Sat. due to holidays.

Special programs: Participating with VTLIB Library extension available on Chrome and Firefox. It will allow users to see if books viewed at Amazon, Barnes and Noble, Good Reads, and Audible are available at their library.

Participating with UVM Master Gardner and Master Composter volunteers for upcoming programs on invasive species and composting.

2019 State Report (VTLIB), 2019 State Parks and Historic Sites report, and 2019 movie license report have all been completed, thank you Kristine.

Staff: Kristine to Small and Rural Round Table

Gina will be doing two certification courses,

Kristine and Gina will attend the Summer Reading Workshop, the theme this year is "Imagine your own story".

Old Business: Maple Raffle

Tyler had the idea to raffle painted saws. Possibly a 2-person saw and various smaller saws and saw blades. Once we have saws, we will ask local artists to paint or decorate them for the raffle.

Maryann has authorized Town clerk, Almira Aekus, to move Money Market account and CD's (when mature) from People's United Bank to Community Bank, as approved at Dec. meeting.

Tyler moves to adjourn, Helen seconds meeting adjourns at 6:45PM

Respectfully submitted,  
Catherine Bell

Librarian's Report

Kristine Sweeter

January 8, 2020

❖ **Fundraising:**

Annual Appeal: \$6,597.00

\*\*Maple Fest Raffle March 2020

❖ **On-going Programming:**

Book Group 1<sup>st</sup> Monday 5:00 1<sup>st</sup> Monday

EES Playgroup –Thursdays 10-11:30 am

Monthly Movies – 4<sup>th</sup> Thursday 7 pm \*\*HOLD FOR WINTER

Craft Group – 4<sup>th</sup> Tuesdays 10:30-12

Herbal Group – 2<sup>nd</sup> Sundays 2:30

**Kids Club – 2<sup>nd</sup> Saturday 11-1 \*\*CHANGED TO 2<sup>ND</sup> SATURDAY**

PING PONG for seniors Tuesdays 10 am

❖ **Special Programs/Events/updates**

**Participating in Library Extension for Chrome and Firefox**

VTLIB is working with the browser extension “Library Extension” to get more Vermont libraries in their database. Library Extension (which is available on Chrome and Firefox for free) allows users to see what books they are looking at on Amazon, Audible, Barnes and Noble, GoodReads, and LibraryThing are available at their local library: [www.libraryextension.com](http://www.libraryextension.com)

**Partnering with UVM Master Gardner and Master Composter volunteers for upcoming programming** (completed request form)

Completed (1) 2019 VTLIB State Report, (2) VT State Park and Historic Site report and (3) Movie license report

❖ **Staff**

Kristine – Small & Rural Round Table Jan 22<sup>nd</sup> webinar

Gina – Certification Orientation Webinar January 10<sup>th</sup> (from home)

Gina - Certification Core Course: Reference I & II April 29<sup>th</sup>, May 14<sup>th</sup>

Kristine & Gina – Summer Reading Workshop Feb12<sup>th</sup>

Ongoing: process of writing updated Staff Job Descriptions for procedure manuals and annual reviews

❖ **Treasurer Report –**

Deposits:

12/5/2019 \$961

1/8/2020 \$403

Money Market Account Balance \$21,631