



Whitingham Free Public Library  
PO Box 500  
Jacksonville, VT 05342

Board of Trustees Meeting- Approved Minutes (2-2-22)  
January 5, 2022 5pm

Present: Edie Brigham (by phone), Cathy Bell, Kristen Breeden, Maryanne Cheveralls, M.A. Johnson, Kristine Sweeter, Director

The meeting was called to order at 5:14

There were no public comments

MA made a motion to accept the minutes for December 1, 2021 as read and amended. Maryanne seconded and all were in favor.

Director's Report:

The change to the policy, under accounts payable, needs to be signed by the trustees.

In consideration of the uptick in COVID cases, ping pong has been cancelled.

Story hour and rhyme time are not being cancelled as of now because they are closed groups. The next guest author coming to visit library is scheduled for March 2022.

ARPA grant money spent is going towards the purchase of the new staff laptop and library furniture.

New Business:

2022-2023 budget has been submitted.

Statistics and information for town report submitted for Whitingham and Halifax.

Staff evaluations have been submitted.

2022-2025 new trustee candidate, Tanya Bernard will be up for a first term, and Edie Brigham a second term.

Kristine updated the Chromebook Policy & Agreement to include the printer.

Maryanne made a motion to accept the revised Chromebook & Printer policy & Agreement, Kristen seconded, all in favor..

Trustee training will be postponed until after the new trustee joins the group after town meeting.

MA makes a motion to adjourn at 6:02 Maryanne seconded. All in favor.

Librarian's Report  
Kristine Sweeter  
January 5, 2022

- ❖ Programming:
  - Winter Story Hour Saturdays / Rhyme Time Mondays
  - Adult Winter Craft Group
  - Ping Pong is temp cancelled due to covid
  - No new programs are planned until March due to covid
  
- ❖ Grants:
  - ARPA Grant
  - purchased staff laptop
  - researching furniture
  
- ❖ Fundraising:
  - Account balance: \$32, 483.00
  - 2021 Annual Appeal to date: \$9,675 (2020-2021 \$5,443 / 2021-2022 \$4,232)
  - 2021-2022 Total fundraising \$5,829
  
- ❖ -Completed
  - 2022-2023 Budget submitted
  - Town Report Whitingham & Halifax submitted
  - VT Annual Report submitted
  - 2021 Staff Evaluation completed
  
- ❖ 2022-2025 Trustee candidates
  - Edie Brigham – 2<sup>nd</sup> term
  - Tanya Bernard – 1<sup>st</sup> term
  
- ❖ Statistic's
  - 2019 circulation 7,255
  - 2020 circulation 4,602
  - 2021 circulation 6,197