

West Library Trustees Meeting

Thursday, March 18, 2021, 4:00 pm

Present: Director Sandie Cary, Judy Roberts, Gerda Gofberg, Emily Clough, Doug Eisler

Absent: Sadie Woods

The virtual meeting was called to order at 4:04 pm Via Zoom

Secretary's Report

Upon motion duly made and seconded, the minutes of the February 2021 meeting were approved without correction.

Treasurer's Report

At the end of January, YTD expenditures were \$ 24,458. This is approximately 55% of the yearly budget and on target with approximately \$21,000 remaining.

Director's Report

The West Hartford Library opened to patrons 3/1/2021 to allow stack browsing (computer use remained unavailable) without event to date. Current operations include the collection of tracing information by the Library Director, to be discarded after 30 days per state and federal requirements. Curbside services remain in effect.

Interlibrary loan services are strong with 128 books, audios or movies circulated in addition to items circulated to the Hartford Library on a regular basis. Circulation up this month to 820 from 541 in February.

Take home crafts remain available for pick-up outside the library, proving to be a popular offering with 163 packets distributed since mid-December. Book Group and Craft Group continue virtually; a subset of the Craft Group meet twice a week for walks around Clifford Park.

Old Business:

The purchase order from John Newton for new shelving was approved, as well as it is becoming a permanent structure in the library. John to commence building and installing the shelving; an invoice will be submitted to town for payment.

Emily and Doug were elected to positions on the Board of Trustees.

The water filter in the kitchen continues to need to be replaced due to corrosion. The water remains not potable. Sandie to address new filter and installation.

New Business:

A brief discussion concerned the sharing of Sandie's salary, which is public information recently requested by Nancy Tusinski. Gerda will contact Nancy regarding same.

The Friends of the West Hartford Library received the \$1500 technology grant. Dillion Walsh has submitted a proposal to assist in the installation of hardware aimed at boosting wireless capability. The Friends have also agreed to sponsor all reward books this year and may also include award winning movies.

The State of Vermont annual report for libraries has been submitted. Sandie is currently working on a summer reading program for children, partnering with Hartford Library. Plans also include take home story time bags. Additional details to follow. Sandie has partnered with HCCT to show movies at the library on three nights this summer. A motion was made, and seconded, to allow fully vaccinated patrons inside the library to attend a function, e.g. Quilt Group.

The Next meeting will be April 15, at 4:00 PM. The meeting was adjourned at 4:33 PM.

Respectfully Submitted,

Sadie Woods

Secretary