

Starksboro Public Library Board of Trustees Meeting Minutes
Monday, April 14th, 2025 | 4:30 - 6:30 pm

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| Trustees in Attendance in person or by Zoom | Katie Antos-Ketcham, Christa Finnern, Emily Fisher, Leah Hamilton |
| Others in Attendance | Cathy Townsend |
| 1. Call to Order | The meeting was called to order at 4:40 pm. |
| 2. Opening | |
| 3. Approval of November Minutes | The March minutes were approved. Emily made a motion to approve and Katie seconded the motion, the minutes were approved unanimously. |
| 4. Librarian's Report | <p>1. Statistics</p> <p>400 visits in March!</p> <p>2. Library programming</p> <p>Getting emails from FPF asking who is the Mystery Guest Reader. Even though only 3 people showed up for Tim Hayes, his presentation was great. Cathy loves storytime, and the vacation days were fun. Easter Seals requested public space to meet. Catamount pass is new, exciting to have this offering for Starksboro, Lake Monsters is also giving Starksboro a family pass.</p> <p>Cathy presented spreadsheet reviewing patrons between 9-10am on Saturday, 1-2pm on Saturdays, and 5-6pm on Mondays.</p> <p>Current hours are: Mon 10 - 6 Thurs 10 - 5 Sat 9 - 2</p> |

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| | <p>Average attendance for specific times are:</p> <p>9-10am Sat - 3.7 - worth keeping 1-2pm Sat - 1.14 5-6 Mon - 1.25 - surprised by this number.</p> <p>Do we want to change these hours? Budget is really tight this year. Do we have interest in reallocating these hours to another day? Or closing, and allowing staff to have hours to work without interruptions.</p> <p>Can we save money? Right now, Cathy has stopped buying books based on concern for budget.</p> <p>Might feel good for morale for Saturdays to not be so long. Statistically, this would be the time slot with the least attendance.</p> <p>Decision was made to try “Summer Hours” starting Memorial Day.</p> <ul style="list-style-type: none"> • Sat 9-1 • Mon 9-5 • Thurs 9-5 <p>3. Budget</p> <p>Treasurer was out of town for a few weeks in late March/early April. March numbers may not be fully updated, but currently at 70% of budget.</p> |
| 5. Current Business: | <p>1. Town Hall Accessibility</p> <p>RFP for contractors to do fire safety work. At least one bid has been submitted, the individual has all qualifications, and the Selectboard will review on April 15. Three</p> |

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| | <p>contractors did a site walk through. Original bid expanded to include fireproofing the bathroom.vMoving to think through fundraising second egress.</p> <p>ALA grant, not sure we will get the \$10,000 grant. No emails or communication, uncertainty regarding receipt of these funds.</p> <p>2. Moved to Executive Session to discuss personnel</p> <p>3. Hold Board Elections</p> <p>Board elected the following positions:</p> <ul style="list-style-type: none"> • Christa and Katie - Co-Chairs • Emily - Secretary • Leah - Treasurer <p>2. Board recruitment next steps</p> <p>Emily reached out to an individual who is interested but needs to confirm work schedule and availability.</p> <p>Someone responded to FPF post, but there may be a conflict of interest present.</p> <p>3. Fundraising</p> <p>Reflecting on last month's meeting minutes, Trustees are leaning toward physical mailing, or event that could be recreated annually.</p> <p>Concerns around holding an event are that we'd want it to be different enough from regular programming.</p> |
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Katie got pricing from town office, \$280 for bulk mailing, still need some clarity.

Ideas:

- fix a link for donations on SPL website
- Add QR code to donate and leave at check-out in library
- Add “sign up for mailing list” on various communications, etc
- Sponsor a Book activity/event?
- Sponsor an Author
- Front Porch Forum post: lots of support from trustees and brainstorming dedicated to this idea. Post with option of levels:
 - 100 could sponsor
 - 50 could sponsor two books
 - 25 could sponsor a new hardcover book
 - 10 could sponsor a board book
 - Someone volunteer to write something for posting on FPF

DRAFT LANGUAGE TO REVIEW:

We are grateful for the community's ongoing support. Visits to the library last month exceeded 400 people!

While the 2024-2025 Starksboro Public Library budget is funded and secure, this is a great time to show your commitment to your local library by donating.

Given the current climate toward libraries, and uncertainty in funding, community members may want to be aware of how those changes could impact our library in Starksboro.

Hoping to add to the already generous support of the town and continue to provide exceptional programming and access to new materials.

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| | <p>4. Memorial brainstorm</p> <p>5. Draft MOU proposal for SPL and Town</p> |
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| 6. Adjournment | 6:31 Adjourned |
| Upcoming Meetings | May 12, 2025 (review and edits to MOU, ideas for fundraising) |

Respectfully submitted,
Christa Finnern