

Starksboro Library Trustees
Minutes for March 13, 2023

Present: Katie Antos-Ketcham, Jake Mendell, Kate Gagner, Leah Hamilton, Christa Finnern, Catherine Goldsmith

Approval of February Minutes: Jake made a motion to approve the February Minutes, Kate seconded the motion, Approved by all

Opener: Everyone took the 16 Personalities questionnaire and then reported out on their Myers Briggs types. Katie is INFJ - A: Advocate; Kate - INTJ - A: Architect; Christa - INFJ - A: Advocate; Catherine - ISFP: Adventurer; Jake - ESFJ: Consul; and Leah - ESFJ: Consul.

Librarian's Report:

Katie noted that Catherine wrote about the lack of a snow shoveling person hired by the Town. Christa asked about the Selectboard tour and site visit. Catherine shared circulation and visitation statistics for February:

	22-23 (current)	21-22 (last year)
Library visits for all reasons	186	149
Open days	10*	13
Physical item circulation/borrowing	247	279
Electronic books, audiobooks	118	148
Circulation totals (all)	365	427

*Library was closed for two days this February. Presidents Day and an unplanned sick day.

Business:

The Board took a tour of the Town Hall, reviewed the FY 23-24 budget from the Town of Starksboro Annual Report (page 20), and briefly reviewed the SPL bylaws to understand key Board responsibilities (section 1) and to prepare for determining officer roles in April (section 4). The Board decided to review this policy again in April.

Katie gave an accessibility project update. The Selectboard met last week to talk about the Town Hall septic system, and they had positive results from test pits they took. Susan, from the Town Hall Committee, has been staying up to date on this with Denny Casey and Jeff Keeney. Since February 28, two grants for the accessibility project have been turned in. The first was for \$20,000 to the American Library Association for first floor accessibility improvements. Catherine and Katie collaborated on this ALA grant. The second was for Senator Sanders' Congressionally Directed Spending for \$299,156, which Susan and Katie collaborated on. This

would pay 75% of the construction costs of the project. This request included a reference to one of Sanders' staff, Beth Awhaitey, MPH - Outreach Representative, who stopped by the library prior to our February board meeting and who spoke with Catherine, inviting the library to apply. One due 3/15 is an AARP Flagship grant for \$18,000, which would pay for a majority of the architectural and engineering services estimated to cost \$23,000 (source: Moretown library project). There are two other grants or needs assessments due by 3/31— one to the Vermont Dept of Libraries and the other the Paul Bruhn Historic Revitalization Grants for \$50k or \$100k.

Jake gave an Annual Appeal update. The plan is to clean up the list of names, add addresses, and invite Leah and Kate to add people they know of to the list using the categories Connor shared with us (people who love the library, people we want to know about the library, and people likely have the means to give) for our first appeal. Jake will share the letter with Christa to review, and Christa will create some letterhead for the appeal. Catherine said she has a copy of the grand list that Jake can use to gather addresses. Jake will try to have the list "cleaned up" by March 23 and he will reach out to us for help. Leah said we can create a "mail merge" using Google. Jake and Katie will follow up with a conversation to create a plan to print the letters.

Agenda for Next Month:

The April plan will be to review the bylaws (for the required annual policy review), determine offices, and work on the first annual fundraising appeal. The next meeting is Monday, April 10 at 4:30 pm.