

West Hartford Library

Meeting Minutes 4/15/2021 4 PM

Present: Sandie Cary, Judy Roberts, Gerda Gofberg, Doug Eisler, Sadie Woods

Absent: Emily Clough

The virtual meeting was called to order at 4:05 pm Via Zoom

### **Secretary's Report**

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

### **Treasurer's Report**

At the end of February, YTD expenditures were \$ 28,054.97. This is approximately 60% of the yearly budget and on target with approximately \$18,000 remaining. Report was approved.

### **Director's Report**

The West Hartford Library remains opened to patrons effective 3/1/2021 by appointment, without event to date. Collection of tracing information by the Library Director remains in effect, discarded after 30 days per state and federal requirements. Curbside service continues.

Interlibrary loan services are strong with 148 books, audios or movies circulated in addition to items circulated to the Hartford Library on a regular basis. Circulation up in March (907) from February (820) and January (541).

Take home crafts remain available for pick-up outside the library, proving to be a popular offering with 196 packets distributed since mid December. Book Group and Craft Group continue virtually; a subset of the Craft Group continue twice weekly walks around Clifford Park.

### **Old Business:**

Sandie continues preparations for summer reading programming for children, "Tales and Tails." HCC to provide free lunches during the summer. Sandie proposed and the board approved, the purchase of paperbacks from Scholastic Books to hand out to children who come for the lunches.

Wireless connections inside and outside the library have been significantly upgraded by ITDRC.

Sandie proposed \$1500 technology grant secured by Friends of the West Hartford Library be used to purchase a computer and/or devices for loan to patrons.

Awards books purchased by the Friends have begun to arrive. Sandie is readying for circulation with assistance from volunteers.

**New Business:**

Judy Roberts will be moving to the Westminster, VT area and effectively resigning the Director's position on the Board of Trustees with completion of the May meeting. Sandie has heard from Veronica Golden, a patron who has expressed an interest in filling a board position. A new Director will need to be approved and appointed in the lead-up to the May meeting.

New shelving in the Juvenile Fiction Section has been installed. The town has requested a W9, COI and on-site inspection by Scott Hausler to release funds for payment. The board discussed the possibility that these are not valid. Sandie requested one, or more, board members contact the town on this matter. Abigail Eisler has volunteered to assist with re-shelving needs and will earn credit for school.

Sandie proposed and board approved opening library to small meeting groups following all Covid rules. Library programming to continue virtually or outdoors only.

Town has been contacted regarding the need for grading of the parking lot and access drive. The Highway Dept has been notified.

Gardening season set to begin. Sandie to order soil from the town. D. Eisler agreed to assist with shoveling soil into raised beds.

The State of Vermont received a large grant to be awarded to libraries. The state requested suggested uses for funds from libraries. Sandie provided ideas including but not limited to: expanding community garden space, shelving, computers, printer, additional picnic tables, sun/wind shelter for tables.

The Next meeting will be May 20th, at 4:00 PM. The meeting was adjourned at 4:57 PM.

Respectfully Submitted,

Sadie Woods

Secretary