

**Salisbury Library Board Meeting**  
**April 14, 2025**

**Board members present:** Alison Metcalfe, Janet Mosurick, Kate Williams, Deb Brighton, Gay Truax, , Sam Smith

**Staff Present:** Alissa Shethar

**Board members absent:** Peggy Cox, Chris Naylor, Kathy Clarke

**Guests present:** Willie Jansen

The meeting convened at 5:10pm

**Secretary's report:**

Minutes for 3/17/25 Motion to approve made by Kate, seconded by Gay, approved unanimously.

To be recorded by Sam and posted by Alissa.

**Treasurer's report:**

Investment account has lost \$1,808.39 since January. Remaining 2022 Rotary grant money to be put toward moving expense. An individual VLA membership purchased for Alissa, has same benefits for library, but more economical than library membership. \$60 from book sales. Henry has taken loads of books to transfer station. Library will purchase a gift card to thank him. We are on track with budget for this stage of FY. Motion to approve made by Janet, seconded by Gay, approved unanimously.

**Library Director's report:**

Much organizing has been accomplished. Vermont books section reorganized, labels updated, reference section established. Areas behind desk, and shelves in storage area have been cleared. Janet & Kate to help with shelving in coming week. Alissa requested final ideas on how to spend tech grant money: board approved sound system, screen magnifier, headphones for Telehealth, laptop(s), flash drives, game camera(s). Janet made motion to approve Alissa and Alison to make final purchase decisions, seconded Kate, unanimously approved.

Motion to approve Director's report made by Janet, seconded by Gay, approved unanimously.

## **Old Business.**

### Art and Chocolate:

Assignments undertaken for A&C on July 12, 10am-1pm:

Gay & Deb will take care of bakers and crafters recruitment. Alissa will put on website, Janet on FPF, beginning this month.

Kate & Janet share any existing lists of names for bakers/cafters.

Janet will collect supplies.

Alissa provide tablecloths.

Willie call John Beatty about guitar music.

Kate will call Kathryn Schloff about poster

Alison contact Peter Langrock about art donation.

Add to next agenda a checklist for supplies, what we have & what we need.

Kate will be out of country June 23-July 16.

### Programs:

After discussion it was agreed that we will try Thursday evenings 7-8pm in May/June for a series on Next Steps and Healthcare. Alissa will start lining up speakers, then we will figure out a schedule for publicity.

### Program Ideas:

Poetry reading, Gardening, Promote seed library, Travels, social club. These ideas can be developed more fully after renovation? Gay may organize gardening workshop this spring if she has time.

### Photo record:

Is complete per Kathy Dick. Kate & Kathy cooperate on Shutterfly books to show the 'before and after'. Library will pay for Shutterfly books.

### Garbage roster:

Willie --April, Janet-- May, Deb-- June, Kate --July (after the 16<sup>th</sup>)

## **New Business**

### Gratitude mentions:

Alissa's first year—amazing accomplishments!

Henry's help with moving furniture and books, also Louis, Travis and Willie.

Janet, Sam, Kathy, and all who helped with shelving this month.

IMLS defunding:

IMLS provided 30% of VLA annual budget. Areas that will be most affected are ILL and professional development. We will need to plan ahead for how to fund ILL in coming FY

Board members preparation for backup:

Alissa suggested that Board members schedule individual sessions to go over the basic front desk procedures, & the book where steps are listed, at their convenience.

Renovation plan update:

The water and waste plan has been approved. Architects shooting for end of April for putting project out to bid.

Uses for upstairs post renovation:

This is a community space as well as a library space. We need to determine who will keep the calendar for this, and who will open and close, also insurance implications. Deb will forward letters of support from organizations who are interested in using. Some of these organizations include Historical Society, town for a visitor center for Leicester river trail, HOPE deliveries incl. holiday boxes, Open Door Clinic, LDFLA meetings, Bone Builders, Conservation Commission, Extension Services, Yoga classes.

Move Forward update:

Our main activity now is inventory and labelling all items, designating where they will go when we move.

Next meeting Monday May 19th at 5pm

Motion to adjourn at 6:34pm by Kate, seconded by Alison, approved unanimously.

Respectfully submitted,

Sam Smith/Kate Williams

## **April 13, 2025 Library Director's Report**

### **Library goings on....**

**New Books:** Check out the Golden Dome award winners in the children's room- and thanks to Janet, the Easter Egg theme at the front display.

### **Programming**

- The **Story Hour** group continues to do very well.
- We have quite a few **events** this month including:
  - Last Saturday, Ron Hallman gave a great presentation about Elderly Services and Project Independence.
  - Next Saturday 4/19, Preston Turner will offer a class in birdhouse making from precut wood.
  - The following Tuesday 4/22, Mary Krohn from the Better Business Bureau will teach a class on avoiding phishing and scams.
  - Book Club will meet on the 24<sup>th</sup> at the library.
  - Tim Brookes, whose talk on Endangered Alphabets was postponed, has a new date and will come on Saturday 4/26.
  - In May we will have more events about elderly services, as well as the last of our tech classes.

### **Collections**

- Barb Karle and I have been going to town on the books in the back storage room and the collection in the 'pass through cabinet.' I have cataloged very large piles of new children's books and older local history books that were stuck back there (and looked like they had been for years), returned books to Salisbury School (ditto), sold some duplicates and older books to Otter Creek that we didn't think anyone would ever check out, taken the leftover DVDs to Hope, and the remaining audiobooks to Monroe Street books. The pass through cabinet is now clean and empty! And we raised \$60 from the bobbsey twin/nancy drews and duplicate VT books. We kept many amazing historical books that should not be in the back. Some are fragile and marked "non-circulating," but at least patrons can now see them and read them.
- Barb also redesigned our Vermont section in a way that makes much more sense, and I've been trying to keep up by cataloging ALL the Vermont books that had never been cataloged. Janet has been helping by putting green dots on these books so that we can maintain this organization.

### **Grants**

- We did not get the urgent unexpected needs grant, but are still waiting to hear about Manton Foundation and Summer Programming grants.

### **Also**

- I was pretty sick in early April with a very sore throat and just exhausted (and still more tired than normal). (I tested negative for everything viral.) I just want to say I'm VERY GRATEFUL that Alison, Janet, Kate and Travis jumped in to cover in various ways!

