

Salisbury Library Board Meeting August 18, 2025

Board members present: Alison Metcalfe, Deb Brighton, Gay Truax, Kathy Clarke, Kate Williams, Sam Smith,

Staff present: Alissa Shethar

Board members absent: Janet Mosurick, Chris Naylor

Guest present: Willie Jansen

Call to Order 5:08 pm

Secretary's Report

Minutes for 7/21 to be recorded & posted. Motion to approve by Alison, seconded by Deb, approved unanimously.

Treasurer's Report

Financial report for the Town/Select Board was presented, including the Actual vs. Budget FY 2024-25.

Anonymous donation of \$20,000 has been received.

Summer program grant funds have been spent.

Motion to approve Treasurers report by Gay, seconded by Kathy, approved unanimously.

Librarians Report

Alissa setting up online auction for items not sold at Art & chocolate, using online bid site "Give Butter". Sept 30 to be deadline for bids. Raffle deadline to be extended to December.

Fall programming: would like to host another tech night. Also call for other ideas.

Kathy suggested topics around marketing, art, Business, social media. Alissa will share module on Social Media, for possible program use.

Stephanie LaFontaine can restart Crafternoons on Tuesdays.

VT Dept of Libraries will visit on Sept 23, 11:30-12:30. Alissa, Alison & Kate will be available to attend.

Motion to approve Librarians report by Alison, seconded by Deb, approved unanimously.

OLD BUSINESS

Patron List: Alissa has updated the physical cards for patron accounts. Estimated >100 have been removed due to inactivity, which will reduce our payments to Green Mountain consortium.

Alison presented proposed Patron Account policy for discussion.

Recommendations noted, such as kids >12 can have own cards,

Set time for defining inactivity at 5 years.

Fee for non-resident electronic borrowing to be determined, \$10/year suggested, also turn off all such accounts, with instruction to re-apply so that new guidelines can be followed.

Review patron list every 5 years

Once policy is revised & approved, it will be presented to Select Board.

NEW BUSINESS

Gratitude to our wonderful Board members who lend their expertise & time. To Alison for writing up the Patron account policy, to both Alison & Alissa for working through the Green Mountain Consortium data. To Deb for continuing to work with the Renovation team & keep us informed.

Neat Repeats: Janet has us signed up for commission on donations (remember to use #205 when donating)

Board member backup for front desk: Alissa feels this is adequate, and Beata can cover for her for upcoming absence.

Renovation Plan Update: Bids will be opened on Monday 8/25. Gay recommended creating excitement for the move and renovation. When to start PR dependent on construction timeline. Use FPF for updates and direct people to our website, where Alissa will create a page about the latest on renovation.

Front desk lighting: no decision yet.

Research additional uses for renovated upstairs: tabled for future meeting after bidding phase.

Moving Forward: Alison, Kate started on reorganizing supplies into plastic containers that will fit in church shelves. Weekly meetings will continue Thursdays 2pm.

CLiF event Aug. 30: Please post posters around town & publicize!

Annual performance review: due in Sept, Alissa & Kate will schedule.

Next Board meeting: Monday September 22 at 5pm at library. (note this is 4th Monday)

Motion to adjourn at 6:28pm by Kathy, seconded by Gay, approved unanimously.

Respectfully submitted, Sam Smith/Kate Williams

August 18th, 2025 Library Director's Report

Library goings on- Welcome to the Dog Days of Summer, the Library version— it is very hot and dry out there, so we have really been putting the air conditioner to use. Six kids have come in with their completed **summer reading challenge** sheets and **summer adventure bingo cards** to claim their prizes, and hopefully we will see a few more. We've had regularly busy Tuesdays and Thursdays, in part thanks to the veggies and the increased use of ILL. Everyone wants to know: When, oh when, are we moving?

Programming

- ★ We had a wonderful outdoor event with **Melissa McCue-McGrath**, who gave a fascinating presentation with her talented dog Captain. Big thanks to Alison for organizing this event! Melissa did a terrific job of entertaining the kids and teaching us all a lot of weird science facts—did you know dogs can smell forty feet under ground?!
- ★ Only two entries so far in the **Summer Photography Challenge**, so I may want to hold onto these and try again next year (when I know what I'm doing). We got off to a slow start, and with Mike Korkuc's help, got the rules and entry form into some kind of shape, but later than optimal.
- ★ Still hoping to sell more **raffle tickets** for **Sue Scott's beautiful crib quilt**.
- ★ Currently we are trying to get the word out about our upcoming **CliF event with children's author Doug Wilhelm**, which will be held at the Branbury State Park Pavilion on 8/30. We've advertised in all the usual places. Please tell everyone you know- there will be free books for all kids who attend and reduced/free park admission. Doug has not told me what he will be presenting but generally writes for a middle school/YA audience. Please take some flyers and post them wherever you go.
- ★ Don't forget **Book Club's upcoming end of summer Potluck** is coming up on August 28th. It will be held at Kathy Dick's camp, 220 Vista Lane, starting at 5pm.

Grants and Reporting

I will be finishing up the **Summer Programming Grant** reporting (and spending) in the next few weeks. Alison and I decided to spend the bulk of the money on BOOKS. I am happy to continue to apply for grants this fall, but need some direction. With the construction project not started yet, I don't think we have grounds to apply for more building money yet, though it may be needed—we just don't know yet where the shortfalls will be. I am finding it challenging to plan not knowing where we will be and when we will move. I believe we are still waiting to hear about Deb's Cerf grant application. Fingers crossed.

Patron Card/Registration Project

A **big hats off to Alison** for going through our entire data base and identifying the inactive patrons. Based on that, I was able to trim hundreds of patrons from GMLC using the criteria: they are both inactive regarding physical books and have NEVER used GMLC. This also allowed us to identify our "electronic only" patrons. The

trimming of inactive accounts should save us quite a bit of money, and I can always reactivate anyone who wants me to. We need to decide whether to shred the inactive patron cards or store them somewhere? I've been also updating both **patron cards and Library World information** using our new cards, but this will take time to be completed. I would like **all you board members** to fill out new cards and sign them -if you haven't already -at this meeting!

Art and Chocolate Art Auction- the online version

Been using “**Give Butter**” which is **an online charity site** to create an online version of our silent art auction so that we can auction the remaining art. It will create a link that we can post to our social media and put on our website to a page which will show the art and keep track of bids. The money will be handled by Stripe, which will deduct a fee, but Give Butter itself is free, unlike the widgets available through WIX. Auction deadline of September 30th sound good?

Plans for Fall

We need a new **programming theme**. Give me suggestions and I will get to work.