Salisbury Library Board Meeting
October 19, 2026

Board members present: Alison Metcalfe, Deb Brighton, Kathy Clarke, Gay Truax, Janet Mosurick, Kate Williams
Board members absent: Chris Naylor, Sam Smith
Staff present: Alissa Shethar

Call to Order 5:05 pm
Brainstorming session for our Sustainable Library Mission Statement. PostIts were used to share ideas under 3 categories: Community Building, Environmental and Economic Sustainability. Attendees then worked on grouping similar ideas, prior to beginning to write the mission statement. Those who volunteered to help with the writing are Gay, Lisa, Janet and Alissa.

Secretary's Report: Minutes for 9/21/2026 to be recorded & posted. Motion to accept report by Gay, approved unanimously.

Treasurer's Report: Alison reported the best year yet for Annual Appeal with $12,226 raised so far. Increased income figure reflects 2nd part of donor advised contribution of $35k, made separately for renovation, (not part of Annual Appeal). Motion to accept report by Janet, approved unanimously.

Librarians Report: Alissa reported her work on delinquent books, The upcoming NELA conference she will attend which will offer sessions on AI, a huge topic currently for libraries. She also described book packing efforts so far. Alissa will be on vacation November 1-15, and has arranged coverage by Chelsea Robinson, who also works at Isley. Also, Lisa will be library rep at crochet class, and Gay will be library rep at Tech Night while Alissa is away. A survey winner was drawn, Susie Quesnel. Motion to accept report by Kathy, unanimously approved.

OLD BUSINESS
Communications & Newsletter Report: Lisa described her plan to repeat publicity for events regularly, since most people do not take in a single announcement.

Report on 125th Birthday Party: All agreed it was a great success

Report on Sarah Ash reception: This was well attended and very successful.

NEW BUSINESS

Gratitude: Thanks to Janet for all her support with the Neat Repeats grant application, to Kathy for taking care of the Art Shows, and to Deb for all her work on keeping the renovation on track!

Christmas Party: It was decided to hold the Christmas party on Saturday December 5 at the Church, since we have no way of knowing what stage of move we will be at. Alison will ask Ben Fuller to be Santa again and bring elves, Alissa will pick a book for the 2026 babies. We will give away Xmas ornaments. The small artificial tree will be decorated. Kate will check with Chris about another tree to give away like last year. Refreshments will be hot chocolate and cookies.

Move Home report: decisions on where shelves will be placed downstairs, and started on choosing areas for different collections. Kate will measure "bookfeet' to see if adult fiction will all fit on upstairs shelves. Travis and Alissa have a plan for book packing and have begun. Packed books from Pods will go to Schloff workshop. Cooking Club will remain based in Church.

Neat Repeats grant application and stage curtains: All agreed to apply for the 6K option on Neat Repeats application. Janet will support our cause!
Dyeing old curtains may be problematic due to large vat needed, and no guarantee the color will take evenly. If we do not dye them, Neat Repeats does have a "rag man" who periodically picks up unwanted fabrics. Alissa is looking into sources for new curtains.

Renovation update: Dec 15 still is our target date to be open. Not all lights are in yet, but recessed lighting upstairs is done. Bathroom floor is laid, but plumbing not yet in. Upstairs the sink is in, and counters. The fridge is there, not installed yet. Downstairs, possibility that floor may be refinished this week. Outside painting in progress. Waiting on window seats and shelves for upstairs, we have plans and dimensions for them.

Hallowe'en plans: 3 witches (Janet, Alissa and Gay) will pass out treats and represent library at the school on Saturday the 24, 4:30-6:30

Out of Town: Alison will be gone over Thanksgiving, Janet will be gone Dec 8-15, Kate will be gone Dec 15-Jan 14 2027

Next meeting Monday Nov 16, 5pm Church basement.

Motion to adjourn at 6:36pm by Janet,

Respectfully submitted, Lisa Durst/Kate Williams

October 19th, 2026 Library Director Report

Library goings on— Things continue to be busy! This month's art show has attracted a lot of folks who aren't regular patrons, which is wonderful. I am very much looking forward to Thursday's "**Stitch Party**" with Sarah Ashe, and I hope you are too! I've made contact with the newish Salisbury School Librarian, Mel O'Neill, and she sent home flyers about **Saturday's event with Doug Wilhelm**. We hope to collaborate on a CliF grant. The Salisbury Family Center did as well- I just hope there are enough CliF books! Please come if you can.

Current Projects—

- **Tackling overdue books:** I did two 'pulls'- a list of books that are two months overdue, and a list of books that are over a year overdue. They are almost the same, meaning that most of our books are returned fairly quickly, but those that aren't… I have recalled the ILLs (again), as I know they are not in the library, and am checking our adult fiction shelves to make sure they are not here. I will have to do children's, JV and YA after the move, hope to get through Non-Fiction before we move, and will be sending out overdue notices.
- **Internet Security:** In response to an ALA bulletin, internet warnings about compromised accounts, and some discussions, I'm in the process of updating our internet security with new passwords for everything except for the circ desk computer and Library World, which Travis and volunteers use- unless you have objections. Alison, please let me know which ones you will need, and the new passwords will be kept in the binder as before. This is not a foolproof system by any means, but better than what we have now. After the move, I think we should use a passkey, which is much more secure.
- **Artificial Intelligence:** Libraries are starting to take positions on AI- mostly critical. Libraries do stand for the right to read, and writing as a human achievement. We should discuss this, and decide how we want to use AI as a library, how we want to protect our privacy, and what we want to keep "human powered".

Book Packing Plan— Travis and I have started packing books in the pods. I'll be bringing a load of boxes every Tuesday and Thursday. Saturdays we will be moving packed boxes to the mill. The plan is to pack in this order: Picture

books, JV fiction, biography, nonfiction and last adult fiction. Every Box Must be Labeled… Big thanks to Janet for the oodles of tape!

Newsletter— The last newsletter was put out with 'Beehiiv', a free alternative to MailChimp. What did you think? Other VT librarians are ditching Beehiiv for Octopus (also free), and I will be doing our November letter with Octopus to see which is better. Big thanks to Lisa for doing the drafts!

Survey Results- and Prize Winner— We've probably gotten all the surveys we will get, and since very few were fully filled out, I can't do statistical comparisons. But here are some impressions:

- Everyone who responded said very positive things about the library. Those who use the library **really** appreciate it.
- The most frequently cited obstacles are "lack of time" and "work schedule." Some said they go to bigger libraries.
- Respondents really appreciate the Newsletters and Front Porch Forum as a way to know what's going on. Fewer people cited social media or the Addy Indy, but they were cited.
- There was a lot of variety in how people use the library, with 'check out books,' ILL, to meet people, events and classes, and summer veggies being the most popular. No one checked 'studying or quiet working' 'seeking job or career resources' or 'connecting with community services'- which have not been things we've really been able to offer, but hope to in the future.

Some statistics for you—

- We moved in October 2025, so I compared the first 9 months of 2025 (in the town hall) with the first nine months of 2026 (in the church basement).
  - Patrons through the door- almost the same, 98% !
  - Adult book checkouts down- 75% compared to in the town hall (where there were a lot more books to look at!)
  - Children's books down- 61%
  - Programming- slightly more participants than in the town hall!
  - Slightly more new patrons signing up in the basement.
  - Nearly the same ILL requests (91%)
  - Overdrive nearly the identical.
  - Kanopy down a little 80%
  - Website traffic has grown by 20%

Upcoming events—
Hoping that November Tech Night and Crochet class will take place without me. We will have to see where we are with the move, but in November we hope to have:

- Kate teaching a second class on Visible Mending.
- A second "community conversation" about accessibility.
- Alissa (and Stephanie, if she's feeling better) will teach a class on wee knits for the holidays- tiny elves, snowmen, wreaths, and so on.
- The very popular Community Cooking Club will serve up 'sides' just in time for Thanksgiving.

I will be on vacation 11/1-11/15, and Chelsea Robinson will be covering for me- she is a Midd grad who also works at the Ilsley. Please welcome her!