

## Highgate Public Library & Community Center

March 2<sup>nd</sup>, 2022

### Board of Trustees Meeting

**Present:** Rebecca Howrigan, Virginia Holiman, Adah DeRosier, Amber Machia, Becky Johnson and Sharon Bousquet. Amy Bouchard present via Zoom

The meeting was called to order at 6:45pm

**Public Comment:** None

**Minutes:** Minutes from last month's meeting have not been sent out. They will be sent out along with this month's minutes.

#### **Treasurer's Report:**

The board reviewed the current budget status and warrants. The budget status and warrants were signed by the board member that were present. The board will sign paperwork from February at the April meeting.

The lines for furniture and for books appear over budget because the purchases were covered by grant money.

The line for SS & Medicare are at 117.4% of budget. Adah will check into this.

Virginia made the motion to approve the budget status. Becky seconded. The motion passed.

#### **Director's Report:**

Curbside Kid's Craft (weekly), AgeWell Meals (49 participants!!!), Teen Night (weekly), STEM Curbside Craft and Super Saturdays all continue. New programs this month include a Gold Coin Scavenger Hunt (March 12<sup>th</sup>), Pie for Pi Day, Adult Paint Night (March 15<sup>th</sup>), Curbside Family Night Crazy Face Fun (March 16<sup>th</sup>), Teen Night Snake Hangout (March 16<sup>th</sup>), Leprechaun Traps (March 17<sup>th</sup>), and World Poetry Day Poem Contest (March 21<sup>st</sup>). Spice World (China) will be on Monday, March 28<sup>th</sup> and Adult Virtual Book Club will be Monday, April 4<sup>th</sup>.

Afterschool program: Next session starts on March 10<sup>th</sup>. Adah will be hosting the summer program at the library on Thursdays in July.

Personnel: Patti will be running the library March 19<sup>th</sup>-March 28<sup>th</sup> while Adah is on vacation.

Meeting with the Rec Board regarding a plan for the bikes and paddleboards will be held on Wednesday, March 16<sup>th</sup> at 6:30pm at the arena.

"Highgate Reaching New Heights" Meetings will be happening on March 29<sup>th</sup>! Organized by the Vermont Council on Rural Development. There will be a community dinner between sessions. Adah will be there!

The library received a grant from Ben & Jerry's and Adah will be installing and stocking a community food pantry in the entryway of the library!

The VT Fairy Tale Festival will be on September 17<sup>th</sup> in Killington. HLCC booth will be "Alice In Wonderland." This would be a great opportunity for the entire board to participate and possibly also have a weekend retreat!

Adah has used ARPA funds to order a moveable projection screen for movies and presentations.

Mr. K's summer camp at the library will be the week of June 20<sup>th</sup>. There is plenty of scholarship funds available.

Adah has 7 programs scheduled for the summer so far. The theme is "Oceans of Possibilities"

The new children's Listening Center is up and running in the children's room!

Adah has purchased 3 iPads with grant funds from the Vermont Children's Trust to use for teen and children's programming especially for coding based programs.

Grants: The library received a \$1,000 grant from the Awesome Foundation towards the Charlie Cart (there is a total of \$6,000 so far!). Waiting to hear back about the \$2,500 Peggy Barber Tribute Grant (for the Charlie Cart) and the GroMoreGood grant (\$500) to expand the gardening program. Grants applied for last month include the Spark Connecting Community Grant (\$3,000), the VT Community Garden Network program (for fruit plants) and the State Department's Summer Programming Grant for summer programming (\$300).

Becky made the motion to approve the director's report, Virginia seconded the motion. The motion passed.

#### **Old Business:**

-Summer 2022 Fundraiser: The library will move forward with planning the event (Rusty Truck Stop Show) on July 16<sup>th</sup>. Sharon discussed her ideas for pulling together a larger event for the community to support mental health and celebrate Highgate.

-Water Bottle Filling Station & water testing is on the Selectboard Agenda

-Historical Quest Project: Virginia has put together a proposal and will get pricing and make copies for the board – hopefully will kick off this summer!!!

#### **New Business:**

-Adah will be working with Lee again on 2022/2023 grant application projects.

**The next trustee meeting will be Wednesday April 6<sup>th</sup> at 6:30pm**

Board of Trustees  
Calendar of Annual Tasks

**JANUARY**

- Begin to discuss presentations/presence we want to have at Town Meeting
- Library written report for Town Meeting
- Begin recruiting new board member prospects if positions are opening

**FEBRUARY**

- Finalize plans for Library representation at Town Meeting

**MARCH**

**APRIL**

- Annual review and update of all Library policies and board by-laws
- Orientation for new board members

**MAY**

**JUNE**

**JULY**

**AUGUST**

- Explore and organize/schedule annual trustee training opportunities for the fall

**SEPTEMBER**

- Director annual evaluation

**OCTOBER**

**NOVEMBER**

- Treasurer & Director work on next year's proposed budget

**DECEMBER**

- Board to finalize proposed budget

**OTHER :**

- visit another library & trustee group to get new ideas and perspectives
- evaluate long range planning

-evaluate how the trustees are linking the community with the library