**R.K. Kittay Library**

**Trustee Meeting Minutes**

**July 19, 2021**

**7pm**

**Members Present:** Judy Zinn, Arlene Horn, Carey Braidt, Erica Shott, Peter Casenhiser and Director Paul Thompson (start date July 20th)

**Not Present:** Jean Nardi, Sarah Porter

**Call to order at 7:01 by Judy Zinn**

**Approve June Minutes** – Motioned by Arlene, Peter 2nd. Discussion following. Motion carried.

**Financial Report:**

**Approve Financial Report –** No treasurer’s report as Jean is not in attendance. Judy mentions that the summer program facilitators have submitted timesheets.

**Directors Report –**No director’s report (Casey is officially resigned and Paul starts on the 20th)

**Old Business:**

* **Summer reading recap by Kelly and Sarah** – Started out with 2 kids, but the biggest day was 14. Alexandra Langstaff did Hullabaloo, Jean Ceglowski talked about pet care, Tara Williams came in with farm animals, and Tyler Brown, biologist gave a talk. Kelly opened the program to toddlers and they read together with the ‘older’ kids who helped them choose their books. It was well attended. Kelly suggests that we do it for 5 days for 2 weeks vs 4 days for 2 weeks. Parents thought it might be nice to extend the extra day. Everyone alternated snacks.
* **Bill –** See Peter’s “Bill” Update handout for all the updates. Side note: Mail was returned because the library is in Rupert but the mail is West Rupert. We should have our physical address and our mailing address listed on the website. See attachment for Facebook Insights provided by Carey. Carey has set up the Facebook and Instagram and is playing catch up (since we didn’t start with the beginning of the “Bill” project) getting photos up to date with “Bill’s” visits. Bill should be featured on the website.
* **Mum Sale –** (Arlene first mentions that no one was here on Saturday and Gene Higgins let some people in to check out books… we need to talk to Gene to not let people in… and put a sign on the door if we cannot get someone to fill the volunteer spot). Laura will have mums this year. The 9” mums will increase by .50 to $6.50. Orders by September 1st, stick to 4 colors, she did not mention the kale/cabbage. No corn stalks (they did not sell well). September 18th would be the date. Flyers at the stores, neighboring libraries etc. vs. mailings. Mums, pies, pumpkins (maybe just kid’s books?).

**New Business:**

* **New director –**Paul is excited to be here, to get to know everyone and the town and to learn about the Rupert Library. Hoping to get things underway! Executive committee will be meeting at 5:30pm July 20 to get Paul started.
* **Mail –** nice thank you note from a winner of the 6th grade award, Weston. We also received a letter notifying us that the Library will be considered by the Vermont Advisory Council on Historic Preservation for nomination to the National Register of Historic Places at the meeting on July 22nd.
* **Sign –** We need a new sign out front. To be continued (Jean will be here and Paul can research some signs to present).
* **ARPA –** Patron computer (Microsoft office/publisher) and printer, staff computer (with a camera it can be used for virtual meetings), automation, benches. Erica will help Paul put an application together and we will email it to the board ahead of submitting.
* **Old Home Days –** How involved do we want to be? Theme this year is Your Favorite Decade. Maybe feature “Bill” in the artist spots in the Library.
* **Donation from plant sale –** we did get a donation for the left-over plants from the sale.
* **Donation -** $100/$150 (Judy can’t remember). New family who came to check out the library and signed up for the summer reading program. We should send a thank you note.
* **Post office box –** let Paul settle in and decide if we want to change the PO Box over to Rupert from W. Rupert.

**Adjourn** **pm Motioned by Carey/Arlene 2nd. Motion carried.**

The next meeting will be on August 16th.

Submitted by Erica Shott