

Orwell Free Library Meeting Minutes, Unapproved
Thursday, March 21, 2024

Trustees present: Emily Casey, Becky Maden, Kathy Buxton, Cindy Werner, Amy Torrey, Sarah Harris, Karen DeMoy. Present by Zoom link: Rae Anne Barry.

Trustees absent: Ginny Wilson.

Also present: Kate Hunter, Librarian.

Cindy called the meeting to order at 7:37 pm.

There were no citizens' comments.

Amy moved to approve the February meeting minutes with no changes, Sarah seconded, passed.

Kathy presented the treasurer's report. Karen moved to approve with no changes, Emily seconded, passed.

Kate presented the Librarian's report:

Bottles will be donated to the 5th and 6th grade in the coming weeks for their fundraiser to go on end of year trip to Boston.

Grant work

Farmers Market –

- dates set (second Sunday, July, August, & September) musicians hired, communications open with Makayla at Farmers Haven, Buxtons will provide a food competition at the September market
- next step is reaching out to Orwell farms and growers to let them know what is coming, perhaps as a direct mailing

Outdoor Accessibility –

- first step is engaging the community who have or are caretakers for people with disabilities to see if they have any suggestions or concerns about the outdoor space. I'm considering how this (or these) conversations can also serve the needs of our Capital Grant work so I may offer this as a forum towards the end of April

Summer Program schedule is taking shape.

Thursday events:

We plan to collaborate on a program for families with Mount Independence State Historic Site. One of our weekly events will be a stuffed animal sleepover.

Other:

We hope to work with the VT Ext Master Gardener program and local enthusiasts to keep the school garden going during their summer break.

Story Time (extra special) every Friday in July at 10:30am

Perhaps something for teens but I'm not sure what shape that will take yet.

The Better Places Campaign is just about hitting its goal. Because of the early success of the fundraiser, we (the OFL) only donated the \$1000 from the ARSL farmers market grant. I held the \$1000 from the library in reserve and because of community and business support it looks like we won't need it. Thank you for your generosity.

I'm attending a VELI (Vermont Early Literary Initiative) Conference on Monday. This is a 9am-3pm conference that addresses early literacy and is a part of our Partnership Grant from the Humanities Council.

Upcoming Trustee Training –

Online, Thursday April 4, 11am-12pm

Covers where to find information and tools to support your work as a trustee. Topics include Open Meeting Law, figuring out who is responsible for which aspects of the library, how to best supervise and support your library director, how to be a library champion, and information about support organizations that can help your library succeed. An overview of current legislative changes potentially affecting libraries in the state will also be provided.

Although the focus of this webinar is new trustees, information will also be relevant for directors and seasoned library board members.

Programming interest is strong this winter/spring. I've heard positive things about the different types of programs we offer. Actual attendance is high.

Teen Advisory's Appreciate Orwell contest is going on now. Please enter something you've created that shows an appreciation for our place.

Upcoming:

Recurring: StoryTime & Coffee Hour on Fridays, Teen Advisory Group, Homeschool Hangout, Music with Anna, Nature Club

Nepal Travelogue

Wednesday, March 27 at 6pm

Jenn Barber visited Nepal in 2023. Hear about the people, the places, the food, and the joy she and her partner found there.

Intro to Fly Fishing

Wednesday, April 3 at 6:30pm

Local fishing guide Liz Orr will teach participants about the basic needs and equipment for beginning fly fishing. Liz will be back 2 weeks later to teach Fly Fishing Flies and Basic Techniques.

Finding Jesse: A fugitive from slavery in Vermont

Tuesday, April 16 at 7pm

A VT Humanities Council Lecture. Trace Jesse's life from enslavement in North Carolina to freedom in Vermont. This illustrated talk brings the narrative of one slave out of anonymity and explores his life and pursuit of freedom. Presented by Jane Williamson

Sustainable Libraries Initiative: no update this month.

Capital Grant Committee: Jim Dougherty has been working with two companies, VIA (Vermont Integrated Architecture) and SHKS Architects, to develop a building plan and formulate drawings that will incorporate the proposed changes needed to the building, and that will allow us to move forward with the next grant application process. VIA is unable to speak with us to begin this process until late spring/early summer. Karen moved to go forward with SHKS Architecture firm for the consulting/drawing up of plans for the proposed renovation projects, Sarah seconded, passed. Please see attached for the proposal timeline and costs. Jim will contact the firm, after first updating the WMB with our decision. In the near future, we will form a subcommittee, consisting of members from both library boards, along with Kate, to help with the process, architect visits, and vision of this project.

Old Business: The Bench and Table initiative (Better Places Campaign) was previously discussed in the Librarian's report. The goal is on its way to being met—Great job Orwellians!

New Business: We welcome Becky Maden as the newest OFL trustee! We also congratulate Rae Anne on being re-elected for another term. Thank you both for volunteering your time to our library.

Election of officers: there was discussion among the current officers, no one is interested in stepping down, and no other trustees are interested in vying for a position. Amy moved to re-elect the current officers to another year in their same positions: Cindy Werner as Chair; Emily Casey as Vice-Chair; Kathy Buxton as Treasurer; Karen DeMoy as Secretary. Rae Anne seconded this motion, passed.

Policy and By-Law Review: Amy has agreed to be on this subcommittee, to take the place of Loretta Lee, who has stepped down from the board. We will set up a meeting to go over both the policies and by-laws, and report our recommended changes at the next meeting. We ask that all members of the Board, as well as Kate, go over these documents, found on the website, and email us with any questions, or recommendations for changes.

17th Annual Plant, Book, and Bake Sale: Date is Saturday, May 25, 2024, from 9 am to 3 pm. Singing Cedars Farm will let us know when they would like help to begin seeding plants. More to be discussed at the April trustee meeting.

The next OFL Trustee meeting will be held on Thursday, April 18, 2024 at 7:30 at the OFL and on Zoom.

Sarah moved to adjourn, Emily seconded, passed. Meeting adjourned at 8:24 pm.

Respectfully submitted,
Karen DeMoy, secretary

Orwell Free Library				
Statement of Financial Position				
As of March 19, 2024				
	Total			
ASSETS				
Current Assets				
Bank Accounts				
Checking	3,333.02			
Savings FNBO	23,370.73			
Total Bank Accounts	\$ 26,703.75			
Tuesday, Mar 19, 2024 09:32:44 AM GMT-7 - Accrual Basis				
Orwell Free Library				
Deposit Detail				
February 15-March 19, 2024				
Date	Customer full name	Memo/Description	Amount	
02/22/2024	Bottle Return	DEPOSIT	18.00	
02/22/2024	Page Nolker	DEPOSIT	24.95	
02/22/2024	VELI Partnership Grant	DEPOSIT	1,500.00	
02/27/2024	George Helmer & co	DEPOSIT	500.00	
02/27/2024	Hamilton Helmer	DEPOSIT	500.00	
03/05/2024	Bottle Return	DEPOSIT	66.30	
			\$ 2,609.25	
03/05/2024	ARSL:ARSL Grant	DEPOSIT, Savings	8,000.00	
			\$ 8,000.00	
Tuesday, March 19, 2024 Tuesday, March 19, 2024 04:34 PM GMTZ				
Orwell Free Library				
Transaction List by date				

February 15-March 19, 2024				
Date	Name	Account	Amount	
02/15/2024	Midwest Tape/Hoopla	Media	-158.93	
02/15/2024	Midwest Tape/Hoopla	Digital	-136.73	
02/20/2024	USPS	Advertising	-135.06	
02/20/2024	Kate Hunter	Programming Supplies	-44.19	
02/20/2024	Maple Broadband	Phone and Internet	-89.95	
02/21/2024	Brodart	Adult Books	-89.09	
02/23/2024	Raising Little Shoots	Grant Expenses	-0.19	
02/23/2024	Raising Little Shoots	Grant Expenses	-19.00	
02/27/2024	Eagle Eye Printing	Advertising	-207.35	
02/27/2024	W.B. Mason	General Operating Supplies	-55.19	
03/04/2024	Amazon	Grant Expenses	-31.98	
03/04/2024	Amazon	General Operating Supplies	-46.61	
03/06/2024	Dreamhost	Subscriptions (VERSO, Zoom, website)	-35.98	
03/11/2024	Johnny's Selected Seeds	Fundraising Supplies, Adult Books	-226.95	
03/11/2024	Brodart	Adult Books	-16.86	
03/11/2024	Simon & Schuster	Programming Supplies	-13.47	
03/14/2024	Brodart	Adult and Childrens books	-255.59	
03/15/2024	Midwest Tape/Hoopla	Digital	-169.36	
03/18/2024	Maple Broadband	Phone and Internet	-89.95	
03/18/2024	Amazon	Grant Expenses and Adult Books	-142.07	
03/18/2024	Playaway Products	Media	-169.96	
			-2,134.46	
Tuesday, March 19, 2024 Tuesday, March 19, 2024 04:34 PM GMTZ				

OFL FUNDRAISERS			2018	2019	2020	2021	2022	2023	2024
SPRING PLANT/BOOK/BAKE SALE			5318.57	6307.76	5868.50	9715.00	10240.57	11506.63	
FALL HARVEST BOOK/BAKE SALE			1881.00	1814.58	2482.50	2430.00	3444.75	2819.40	
BOTTLE RETURN DONATIONS			878.48	945.19	1044.81	1588.21	1717.17	1290.84	202.50
ADOPT AN AUTHOR BOOK DONATIONS			158.52	111.05	160.87	585.83	739.23	281.68	24.95
QUILT RAFFLE								156.00	
INSIDE BOOK SALES					75.00	141.00	163.00		
ARTISTS' DONATIONS					30.00			150.00	
Total Fundraising for the Year--->>			8236.57	9178.58	9661.68	14460.04	16304.72	16204.55	227.45
TOWN APPROPRIATION			2018	2019	2020	2021	2022	2023	2024
			3500.00	3500.00	4000.00	4000.00	2000.00	2500.00	
DONATIONS							2022	2023	2024
GENERAL							2705.00	6037.00	1000
MEMORIAL							2475.00	125.00	
IN HONOR OF							100.00		
							5280.00	6162.00	1000.00