

WATERBURY PUBLIC LIBRARY COMMISSIONERS' MEETING
DRAFT MINUTES
28 North Main Street – Red Room
Monday, October 16, 2023, at 5:00 PM

Present: Deanna King, Margaret Moreland, Michelle Baker, Rachel Muse

Deanna called the meeting to order at 5:05 PM

Deanna moved to amend the agenda and approve it as amended. Margaret seconded. All in favor.

Deanna moved to approve the September 2023 minutes. Margaret seconded. All in favor.

Municipal Manager's report: No report this month

Treasurer's Report

- Michelle reported on the current status of the Library's funds. As expected, there were fluctuations in value over the summer due to the general economic picture.
- Deanna moved to authorize the Town Clerk to withdraw \$30,000 from the Library's funds to pay its share of the Municipal Building's operating expenses. Michelle seconded. All in favor

Library Director's Report

- The Library had 151 new patrons sign up for Library cards in the last quarter, a notable increase from previous quarters. This was likely a result of the outreach work of Patron Services Librarian DeAnna Romstad, particularly during Library Card Sign-Up Month in September.
- De Anna and Youth Librarian Sandra Schweikert are working on community partnerships and attended a CLIF event in Waterbury Center. Sandra and Rachel met with the new head of Waterbury Recreation regarding programs (and received pickle ball equipment for the Library of Things). Sandra and Assistant Director Michelle Willey visited Brookside Primary School and will schedule more school visits in the future. Sandra also had her first story time in a home-based daycare and will continue this service.
- Anathe Parks, Circulation Assistant, created a Banned Books display and gave away "I Read Banned Books" bookmarks for Banned Books Week.
- Rachel is working on recruiting some new volunteers to fill gaps in support.
- Many Library staff members are taking advantage of professional development opportunities. DeAnna and Sandra are taking classes in the Vermont Department of Libraries Public Library Certificate Program. DeAnna also received training on "Youth Mental Health First Aid." Rachel took a series of webinars on free speech in libraries and public use of library space. She also took part in a "Rally for the Right to Read" event during Banned Books Week.
- Rachel will look into training in first aid and defibrillation training.

- The Strategic Plan committee reconvened and concluded that, despite intervening event, much had been achieved in 2023. They will meet again to discuss goals for the coming year.
- The Friends had their pop-up book sale at Waterbury's Farmers Market three times this summer. Rachel, DeAnna, and Judi all took part when they were able. They used the events to promote the Summer Reading program and other summer programming.
- The Friends are working on their Annual Appeal.
- Rachel is working with a Catamount Library Network committee to better define volunteer roles and expectations and develop a tracking system. She also attended the Directors Summit at the Vermont Department of Libraries.
- Storytimes were held outside for much of September. Sandra initiated a new program, Saturday Storytime. Teen programs have returned, as popular as ever.
- The adult watercolor painting program proved to be very popular and has been extended through December. The many other adult programs have also been well attended.

Old Business

- Update of Morgan Stanley authorizations has been completed.
- Revision of the By-Laws is a work in progress.

New Business

- Discussed the effect of the proposed Town Charter on the Library.
- Commissioners will review the town employee handbook as it pertains to the Library.

Deanna adjourned the meeting at 5:56 PM

Next Regular Meeting – Monday, November 13, 2023, at 5:00 PM

APPROVED: