

Orwell Free Library Meeting Minutes, Unapproved
Thursday, April 18, 2024

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

Trustees absent: none.

Also present: Kate Hunter, Librarian.

Cindy called the meeting to order at 7:34 pm.

There were no citizens' comments.

Kathy moved to approve the March meeting minutes with no changes, Ginny seconded, passed.

Kathy presented the Treasurer's report. Amy moved to approve with no changes, Sarah seconded, passed.

Kate presented the Librarian's report:

Grant work

Farmers Market –

- Press release sent, thank you for your assistance with pulling that together efficiently Sarah
- Just began publicly contacting farms, direct asks

Outdoor Accessibility –

- Still considering the best way to engage community
- Found out I mis-priced the outdoor book drop. It will cost around \$5000 instead of \$2000

I attended a conference with the VELI/Humanities Council crew. The other librarians involved offered useful ideas for programming and collections. The presenter was the educator from the Bennington Museum. She collaborates closely with the Bennington children's librarian. They had interesting ideas and were excited to hear about the History Club collaboration between us and the Historical Society.

Wright Memorial Library Board is looking for 3 new members.

VLA Conference, both staff members will hopefully be in attendance. I'm on a panel to talk about the Sustainable Libraries Initiative.

Programs are very well attended.

Nature Club by Heather is half way done. Lots of enthusiasm from the kids. This club is supported by a Spark grant from CLiF.

The lecturers who have come through our community are always impressed by how engaged our community is.

Thank you for being so engaged Orwell community!

Upcoming:

Rutland/Addison Medical Reserve Corps. Emergency Preparedness Survey Friday 4/19 9-11am

4/25 Book Discussion: Most Costly Journey with Julia Grand Doucet as a guest discussion'er

4/27 Celebration of Poetry: 10AM poetry/writing workshop, 6pm poetry & prose open mic

Ongoing: Story Time, Music with Anna, Coffee Hour (through May), Teen Advisory Group.

Sustainable Libraries Initiative—28% done!

Capital Grant Committee update:

Our chosen architect, SHKS, has not been responding to our contact attempts. We have been contacted by VIA, who was our second choice, because they could not begin work until July. However, we may go forward with this option, if contact with SHKS is not successful soon.

There is an upcoming meeting regarding the REDI (Rural Economic Development Initiative) Grant next Thursday. This grant can provide \$4,000.00-\$7,000.00 to assist with the consulting fees for our upcoming proposed building projects.

Old Business:

Policy Review. The updated policies were sent out for review prior to the meeting. Kathy noticed one error—to change the “open hours” from 23 to the new 24. Sarah moved to approve the updated OFL Policies with this one additional change, Ginny seconded, passed. The most up to date policies can always be found on the OFL website, and there is a hard copy in the Library.

17th Annual PBB Sale—Kate will go through the bin to see if any paper products, serving utensils, gloves, etc., are needed. Most of the last-minute details will be discussed at the May meeting. Becky will set up some days for volunteer help at Singing Cedars to pot/re-pot plants. Thank you to Scott and Becky for their amazing support of this sale each year! Kate will contact the Russells to discuss digging perennials once more.

New Business:

None

The next meeting is scheduled for Thursday, May 16, 7:00 pm at the OFL and by Zoom link.

Happy Birthday to Ginny! Thanks for coming to the meeting on your Birthday!

Ginny moved to adjourn, Kathy seconded, passed. Meeting adjourned at 8:14 pm.

Respectfully submitted,
Karen DeMoy, secretary

**Orwell Free Library
Statement of Financial Position
As of April 18, 2024**

	Total
ASSETS	
Current Assets	
Bank Accounts	
Checking	10,877.87
Savings FNBO	23,416.89
Total Bank Accounts	\$ 34,294.76

Orwell Free Library
Deposit Detail
March 19, 2024-April 18, 2024

Date	Customer full name	Memo/Description	Amount
CHECKING			
03/26/2024	American Library Association	Libraries Transforming Communities (LTC)	10,000.00
03/29/2024	Bottle Return	Bottle Return Fundraiser	30.00
03/29/2024	Sparrow Art Supply	Mercedes Kemp Artist Donation	28.20
03/29/2024	Sandie Forbes	Adopt an Author Donation	16.86
			\$ 10,075.06
SAVINGS			
03/31/2024	First National Bank of Orwell	INTEREST AT 1.0001	46.16
			\$ 46.16

Orwell Free Library
Transaction List by date
March 19, 2024-April 18, 2024

Date	Name	Account	Amount
03/19/2024	Vermont Book Shop	Grant Expenses	-79.60
03/19/2024	Vermont Book Shop	Programming Supplies	-47.92
03/22/2024	Town of Orwell	Grant Expenses	-1,000.00
03/26/2024	Amazon	Grant Expenses	-71.97
03/27/2024	First Book	Programming Supplies	-38.55
03/28/2024	Hannaford	Programming Supplies	-50.32
03/28/2024	Amazon	Programming Supplies	-46.85
03/29/2024	Petty Cash	--	-118.17
03/29/2024	Vermont Book Shop Vermont Library Association	Children/Junior Books	-36.75
04/01/2024	Amazon	Staff Continuing Education	-110.00
04/01/2024	First Book	Programming Supplies	-2.99
04/01/2024	Amazon	Programming Supplies	-14.00

04/01/2024	Orwell Historical Society	Grant Expenses	-300.00
04/05/2024	Midwest Tape/Hoopla	Media	-71.22
04/05/2024	Midwest Tape/Hoopla	Media	-24.74
04/09/2024	Midwest Tape/Hoopla	Digital	-134.69
04/10/2024	Brodart	--	-72.38
04/11/2024	Who Gives a Crap	General Operating Supplies	-42.40
04/16/2024	USPS	Postage and Box Rental	-84.00
04/16/2024	Maple Broadband	Phone and Internet	-89.95
04/16/2024	Petty Cash	Programming & Postage	-93.71
			-\$ 2,530.21

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	236.30
ADOPT AN AUTHOR BOOK DONATIONS	158.52	111.05	160.87	585.83	739.23	281.68	41.81
QUILT RAFFLE						156.00	
INSIDE BOOK SALES			75.00	141.00	163.00		
ARTISTS' DONATIONS			30.00			150.00	28.20
Total Fundraising for the Year-->>	8236.57	9178.58	9661.68	14460.04	16304.72	16204.55	306.31
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