

**Wells Village Library Trustees**  
**Regular Meeting**  
**July 23, 2018-7:00PM**  
**Minutes (Approved - 8-20-18)**

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**Present:**

Trustees: Alex Brewster, Lisa Mattison, Becky Corey

Wells Village Library Staff: Joy Brewster

Guests: None

1. Call to Order **(Action)**
2. Additions, Deletions, Changes to Agenda **(Action)**  
We added Variety Day sale report under new business.
3. Consent Agenda: **(Action)**
  - a. Approval of Minutes: June 11, 2018  
One edit was offered: delete the word "for" at the end of the sentence under 3, c, ii.
  - b. Treasurer's Report  
Report submitted through June 30, 2018. Will be confirmed with Nora once all year-end expenses are finalized.
  - c. Director's Report  
Joy provided a report on activity in the library in the month of June. Of particular note, the summer program has been well attended in the last few weeks and two new patrons have been added to the library. The state park pass has also been used frequently. Joy also presented a list of books ordered over the course of the past month, all within the monthly spending limit of \$100 previously set by the board.

Lisa thanked Joy for sharing the new books list on Front Porch Forum, as well as the information about the origami program.

Lisa also suggested that we have a flier available for the summer program here at the library. It could also be posted in other locations around town. Joy agreed and offered to draft one.

Lisa made a motion to accept the consent agenda as presented. Becky seconded the motion.

4. General Public Comments **(Listen & Defer Action to Future Meeting)**  
No public being present, no comments were offered or entertained.
5. Old Business: **(Itemize Subjects for Deliberation & Possible Action)**
  - a. Book Sale Wrap-up  
Alex expressed his thanks to the board members and volunteers who were involved in all aspects of the sale.  
  
We raised \$1,599.19. We had virtually no expenses. This is compared to last year where we raised \$1,149.80 with \$458.44 in expenses and the postcard mailing in the prior fiscal year. The decision to not do the postcard mailing helped to maximize profits. Signs were clearly visible all around town in advance of the sale.  
  
Better World Books is no longer providing free boxes or free shipping, so we are no longer shipping

books to them.

In terms of display, we wish we had children's books more visible to children (lower, fanned out on tables).

In terms of set-up, it might be helpful to announce a few book set-up time slots during the week (e.g. 1-3pm on Tuesday or 2-4pm on Thursday) to recruit more volunteers to help with book sorting and display.

One thing that was not ideal was our sale being the same weekend as the Poultney book sale. Additional coordination in advance would be helpful for next year. Traditionally, our sale has been held on the second weekend in July. Poultney changed their date this year.

b. Budget and Library Priorities Drafts

Lisa shared an updated copy of the draft 2018 - 2019.

Alex noted that several items should fall under operating decisions made by the library director/staff. Some items, like the shed plaque, are already underway.

Opportunity for Tuesday afternoon programming reduce time from regular hours on Wednesdays and Thursdays hours to make some time Tuesday (2:00-4:00pm) for programming focused on older children (3rd - 6th). If students younger than 3rd grade, need adult to accompany them (2:15 - 3:15pm). Will need a volunteer or second adult every week for back-up/bathrooms.

Joy will tell us what the new hours are going to be (within the 14 per week in the current budget) so that we can announce them to patrons.

Joy will share a written summary of her ideas for the program with Lisa to send home with families.

At an upcoming board meeting, Joy will bring data on patron visits over the course of the year and will tell us what hours she thinks would be in the best interest of patrons over the course of the full year, with consideration of the number of hours in the summer and winter vs. the number of patrons.

6. New Business: **(Receive Information & Possible Action)**

a. On Variety Day we raised \$75 in additional book sales. We may want to think about a higher traffic location for next year. This year the MWA ended up offering free spaces for vendors. If they are free again next year, we may consider that location instead. The amount of books that we had out seemed like a reasonable amount. It was a fairly simple fundraiser.

7. Policies: (for input/approval)

None considered this evening.

8. Set Next Regular Board Meeting: **(Action)** (Anticipated August 13, 2018 at WVJ, 7:00PM)

9. Executive Session **(Discussion & Possible Action)** (as warranted)

None needed, so none taken.

10. Other Lawful Business **(Information Gathering Only)**

11. Adjournment **(Action)**

Alex made a motion to adjourn the meeting. Becky seconded the motion. We adjourned the meeting at 8:42pm.