

Lowell Community Library  
Library Trustee Meeting  
August 1, 2023

Trustees/Librarian Present: Carol Koob, Faye Starr, Katherine Pion, Nancy Allen, Jenn Higgins  
Absent: Brandie Cochran

1. Call to order: 5:35
2. Any additions/deletions/changes to today's agenda? New Business - Sharing Conversation with State Folks regarding support
3. Review of Minutes from previous meeting: Katherine moved to approve with change of date for today's meeting, Faye seconded, all Approved.
4. Treasurer's Report: We don't have any new documents/info today. Faye will check in with Becky Dizzazo, the Town Treasurer and report updates once per month to the Trustees Nancy, who is very concerned about remaining amounts for books and other needs/
5. Librarian's Report: Nancy has ordered 500 library cards for patrons. Rolf Koob made and donated a wonderful book shelf for the sale books which is in the atrium. Patrons are continuing to use the library in solid numbers - 6 on 7/22, 14 on 7/25, 11 on 7/29 and 9 today. Nancy will continue to keep this info to share with the Select Board and townspeople. We need an "OPEN" sign for the window and a suggestion box available in the library. Re: Eclipse project: The library has committed to producing 2 bulletin boards and a poster related to our activities for the Eclipse. Nancy would like to have these to share at FolkFest in September. "Good Neighbor Day" is 9/28, Nancy would like to plan activities to celebrate this - more details next time. A book Evaluation sheet will be added to the card holder in each book borrowed so patrons can rate each book. Nancy will research prices of other desks to perhaps replace the metal desk she uses currently, and still needs a trash can! The Library was contacted by the Vt. Library Dept. about a survey of Library hours/salary of Librarian. Nancy will respond to the survey.
6. Committee Reports: NA
7. Old Business: **Story Walk** - Katherine, Faye and Jenn joined the Select Board meeting to request using the outside of the Town Office building for a "Story Walk" and for a picnic table for patrons to use in the warm months. Approval for both were granted with the reminder to comply with Copyright Laws when setting up a Story Walk. **Survey for FolkFest** - We discussed the need to have input from the townspeople regarding participation in visiting the library, hours, book availability, etc. We discussed whether the Folk Fest was the place to ask for this, as it is a busy event. Trustees decided to have a flier available for hand-out at the festival with our hours, activities, etc. (see Nancy's graphic, attached) and have the survey available in the library near the suggestion box. **Unattended Child Policy** - Nancy will gain more info from nearby libraries and report next time. **When to Close the Library** - Trustees decided that it is the Librarian's call if weather/other circumstances cause cancellation of the library. School closing is a good barometer on a weekday, but by afternoon roads may be safely passable. Nancy will notify area radio/media stations and call or email if a program is impacted by closure.
8. New Business: Director Evaluation, Ethics Statement, Info from State Library Dept. - all tabled until next time.
9. Meeting Adjourned at: 7:11

Next Meeting: August 15, 2023 at 5:30

Notes respectfully submitted by Jenn Higgins