

Lowell Community Library Trustees
Meeting Notes
June 6, 2023

Trustees/Librarian Present: Nancy Allen, Carol Koob, Brandie Cochran, Jenn Higgins

1. Call to Order: 5;40

2. Review Previous Minutes - 5/23/23 Minutes were approved

3. Old Business - election of the following officers was confirmed:

Chairperson: Carol Koob

Vice-Chair: Katherine Pion

Secretary: Jenn Higgins

Faye was not present to accept, so office of Treasurer is still unconfirmed.

Review of Computer Policy/Procedures: Trustees agreed that the policy from the Rand Library will meet our needs, either Jenn or Katherine will update it for Lowell and put in our shared folder so it's available at the Library. We will use their waiver also to be signed by residents who use the Lowell Library computer.

4. Librarian Report: "Ticket to Read" summer reading program for students was discussed at length, trustees and Nancy are excited about the program to encourage young readers and their families to access the library.

Specific tasks: Carol will print the punch cards in color on card stock;

Jenn will type Nancy's letter to go home with Lowell students about "Ticket to Read" so it's ready before the last day of school; Brandie will check in with Jason or Amanda at Cajun's about our prize for summer reading.

5. Treasurer's Report: Town Treasurer, Becky shared our current Account Transactions (attached to email), Nancy shared the donation/income from sales of older books to date. Trustees reviewed and appreciate the Town's support of the library's physical space - heat, power, insurance, outside maintenance/plowing, etc. Internet access of \$48.23/month is also paid through ARPA until the end of 2023, another great support. Trustees would like to invite Becky Dizarro, Lowell Town Treasurer to our next meeting for discussion of her/our responsibilities - such as should we have our own checkbook?

should we be tracking income/expenses without relying on her/the Town, etc. Jenn will ask her to come to an upcoming meeting to discuss these (and probably more questions!).

6. Additions and Deletions:

Information about the Lunch Box program was shared by Brandie. The Lunch Box currently visits other area Libraries and offers great literacy-based and fun activities for families, as well as food! Newport and Barton have been involved several years, Irasburg will start this year. Lunch Box staff will keep Lowell in mind as a possible site in the future. We will share info about the schedule of Lunch Box with our neighboring libraries with folks from Lowell.

The Solar Eclipses of 2023 and 24 will be able to be seen in our area! Nancy has ordered 500 viewing glasses and will work on a bulletin board and many other activities related to the eclipses. She hopes to coordinate with the science teacher in Lowell, Jenn Blay for lots of exciting activities.

Nancy shared a 1-page flier from the Derby library that has hours, upcoming events, etc. all in a quick 3-fold format. A great idea for the future.

Brandie shared the fun of "Story Walks" - a book posted at stations around the library that families can read during the summer months. The stories typically stay in place for a few weeks then are changed. She also proposed having a picnic table outside for families to use for reading or relaxing during the summer. If the Selectboard agrees to our use of the outdoor space, Brandie will develop a story to try here at our Library and seek a local picnic table builder for Trustee review in the future.

7. Trustees decided to meet/work next Tuesday, 6/13/23 at 5:30 to be sure everything is ready for "Ticket to Read" and set up the computer for public use (with Katherine's expertise).

Adjourned at: 6:57

Next meeting date: **6/13/23 meet/work for "Ticket to Read" 5:30**

Next regular meeting date: 6/20/23

Thank you everyone! Notes respectfully submitted by Jenn Higgins