

Sutton Library Board of Trustees

Minutes for March 23, 2015

In Attendance: (non-voting) Betsy Rajotte/Library Director, Amanda Thorton/Youth Services Director

(voting members) Liz Fritz-Keyes/Chairwoman, Lisa Kane/Secretary, Cynthia Rielly /Trustee

- I. Meeting Called to order : 3:30 p.m
- II. Review of Minutes
 - a. February minutes reviewed and approved.
- III. Youth Services Report
 - a. Past Programs and Attendance Numbers: From February 23 - March 23, we had 6 children's programs with 26 people in attendance. Registration for the March, April, and May programs began March 9. This month I have been teaching a Disney Crafts class for Enrichment at the Elementary School. That has been a lot of fun and it has been great getting to know some new children.
 - b. Upcoming Programs:
 - i. Welcome, Spring! Music and Movement Program with Deb Hudgins on Monday, April 13 at 10:30 AM (ages 1-5). Funded by an Early Childhood Reading Grant from Target.
 - ii. Family Movie Screening of Annie on Tuesday, April 21 at 2 PM (all ages). Popcorn will be provided courtesy of the Friends of the Sutton Public Library.
 - iii. Magic Show: Ed Popielarczyk's Magical Moments on Wednesday, April 22 at 11 AM at the Sutton Senior Center (all ages). Funded by an Early Childhood Reading Grant from Target.
 - iv. Lord of the Rings Party on Thursday, May 14 at 3:30 PM (ages 10-18). The party will include trivia, games, crafts, and snacks, and attendees are encouraged to come dressed as their favorite character. Snacks and beverages will be provided courtesy of the Friends of the Sutton Public Library.
 - v. Apple Tree Arts Music Sessions with Miss Jan. There will be a Baby and a Toddler session and each session will last for four weeks.
 - vi. Storytime Sessions: The Drop-in Baby Storytime Session (6-24 months) will be a four-week session on Tuesdays at 10:30 AM, March 24, March 31, April 7 & April 14. The Toddler Storytime Session (ages 2-3) will be a four-week session on Wednesdays at 10:30 AM, March 25, April 1, April 8 & April 15. The March/April Preschool Storytime Session will be a four-week session on Fridays at 10:30 AM, March 27, April 3, April 10 & April 17. The May Preschool Storytime Session will be a three-week session on Mondays at 10:30 AM, May 4, May 11 & May 18. Storytimes: Spring Has Sprung Storytime on Tuesday, March 31 at 4 PM (ages 4 and up); Poetry Storytime on Thursday, April 16 at 4 PM (ages 3 and up); May Day Storytime on Friday, May 1 at 2 PM (ages 3 and up) & Pajama Storytime on Tuesday, May 19 at 6:30 PM
 - vii. Lego Club Meetings on Tuesday, March 24 at 4 PM; Tuesday, April 7 at 4 PM; Thursday, April 23 at 11 AM; Tuesday, May 5 at 4 PM & Thursday, May 21 at 4 PM (ages 5 and up)
- IV. Teen Services
 - a. From February 23 - March 23, we had 1 teen program with 8 people in attendance. A group of seven teens created a video for this year's statewide Teen Video Challenge. The purpose of the video is to promote the summer reading program and the theme "Unmasked"
 - b. Upcoming teen and tween programs:
 - i. Geek Club Meeting on Wednesday, April 1 at 3 PM, discussing The Maze Runner by
 - ii. Teen Advisory Group Meeting on Wednesday, April 15 at 3 PM (ages 12-18)
 - iii. Cherry Blossom Tea Party on Saturday, April 18 from 1-3 PM (ages 12-18). Teens (ages 13-18)
 - iv. Lord of the Rings Party on Thursday, May 14 at 3:30 PM (ages 10-18). The party will have the opportunity to hang out with friends, make a kanji dream stone, and enjoy some special treats. Snacks and beverages will be provided courtesy of the Friends of the Sutton Public Library. will

include trivia, games, crafts, and snacks, and attendees are encouraged to come dressed as their favorite character. Snacks and beverages will be provided courtesy of the Friends of the Sutton Public Library. Registration opens March 9 at 10 AM.

V. Directors Report

- a. 3/13 The Friends had another well-attended productive meeting. They packed seeds for the seed library. They are pursuing selling gift cards as a fundraiser. They ordered stickers which have come in and are for sale.
- b. Book groups: I had 4 at the Senior Center. Pam had 8 here for hers which included a guest speaker and a very lively discussion.
- c. Miscellaneous:
 - i. I placed notices with the University of Rhode Island and Simmons College Library School programs for interns.
 - ii. 3/13 Shannon and Ali cleaned the storage room out- it is now well organized and very tidy! Shannon has since reorganized and cleaned the kitchen storage cabinet for us.
 - iii. I put in a request on BVT's website asking them to consider us for their project schedule. I'd like to replace the counter/cabinets/shelves in the meeting room with floor to ceiling cabinets that lock. While that's going on I'd like to replace the counter that the computers are on with something that coordinates and possibly go higher on that wall. I haven't heard back from them but we'll see what they say.
 - iv. Enrichment is going well. I feel that this continues to be nice outreach to the schools and gets us visibility there that we need.
 - v. I mailed our annual request to Unibank for \$2500 to use for summer reading programs.
 - vi. Food for fines went well. I had to make 2 big trips with food to the Food Pantry.
 - vii. We had done a pajama drive with other libraries in the state and we collected a large boxful of pajamas that we sent off.
 - viii. I mailed out a big stack of letters to local businesses requesting donations of gift certificates/merchandise/monetary donations for our adult summer reading program.
 - ix. Looking ahead: Summer reading program will run: 6/22-8/14. We've booked the Lego camp for July 13-17. Book Expo America May 27-29. As of now, it looks like a few of us are going but a few of us are staying so we should hopefully be able to have adequate coverage. Staff development/Summer Prep Day- June 15. The staff would like to request that the Library be closed on Saturday, September 12 so that we can attend a function together.

	Programs	Attendance
July	3	20
August	3	22
September	7	43
October	7	31
November	6	18
December	7	14
January	8	19
February	8	17

VI. New/Old Business

- a. Budgets were reviewed, and all appears to be in order
- b. Cleaning issues were discussed. Cleaning services are inconsistent, staff does most of the cleaning.
- c. Planning and Design Grant: The committee did not meet in March. The survey has been out on the internet for less than a week. We have 60+ responses so far. Paper surveys will be distributed around town this week. KC, Lisa, and I visited the Harvard Public Library and the Ayer Library on March 19.
- d. Art Festival-planning goes well. Wide range of artists and crafters,
- e. Next Meetings tentatively scheduled for April 27th, 3:30 and May 18th, 3:30.

VII. Meeting Adjourned at 4:15