

Library Trustees Meeting minutes June 20, 2016

Attendees

Lisa Kane/Chairwoman, Joanne Geneva/Secretary(voting members)

Betsy Rajotte/Library Director, Shannon Duffy/Youth Services Librarian (non-voting attendees)

Call to Order

3:30pm

Agenda

The May 2016 minutes were reviewed and unanimously approved.



Children's Services

1. Professional Development:

- June 13th - Mind In the Making Seminar

2. Past Programs and Attendance Numbers:

- In May, we had 9 children's programs with a total of 91 people in attendance.
- The Makey Makey workshop was a hit! It filled up completely and the parents stayed as well. The instructor gave them an hour of bonus Minecraft play. The instructor also did a bit of introduction to her "Coding With Minecraft" workshop that she will come back to do in August.
- Summer reading began today. I have received donations for prizes from Wilson Language Training, West End Creamery, Magic Wings Butterfly Conservatory and Gardens, Breezy Picnic Grounds Waterslides, AAA Auburn Branch (movie tix), Honey Farms, The Discovery Museums, Mass Audubon, Southwick's Zoo, The New England Aquarium, Story Land, Davis Farmland, the Western Massachusetts Library Advocates, the Eastern States Exposition, Yankee Candle, Friendly's, the USS Constitution Museum, and UniBank.
- If people register for the children's summer reading program by Wednesday, July 1 they will automatically be entered into a drawing for the following prizes: 2 Passes to the New England Aquarium (the passes expire December 31, 2015 and have a combined value of \$54)
- I visited the Early Learning Center and the Elementary School on June 7 to speak to the students about the summer reading program.
- Every Tuesday morning I will be visiting the Summer Care program at the school to read books and do a craft or activity with the kids.

3. Upcoming Programs:

- Guest/Performers/Events:
 - o Sciencetellers: (Power & Energy) Thursday, June 23rd at 6PM on the Common (or Town Hall in case of rain)
 - o Crafternoons! Every Tuesday and Thursday for 1-5 pm Starting June 21st and running through the end of summer reading
 - o Evil Genius Club: four week session starting June 22nd with two groups : morning or afternoon (Ages 8 -13)—Both sessions are filled and have wait lists.
 - o Olympic Athletics Training: Thursday, June 30th at 1-2.30. (Ages 10-18) featuring games such as "Extreme Tic Tac Toe Relay".
 - o Free Movie Friday: Friday, July 8th at 3PM we are showing Space Jam.
 - o Deb Hudgins Music and Movement: Tuesday, July 19th at 11:00 AM (Ages 1-5)
 - o Magic By Scott Jameson: Thursday, July 21st at 6:30 on the common



Storytimes:

- o Storytime at the Bank : Monday July 11th at 10:30 AM (Ages 1-5)
- o Storytime at the Bank: Monday July 25th at 10:30 AM (Ages 1-5)
- o Hedgehog Storytime: Monday July 25th at 3:30 PM (Ages 1-5) featuring a visit from Kat Keown's pet Hedgehog
- o Sports Storytime Series: Starting Wednesday, July 20th there will be a sports themed storytime at 10:30 every week for three weeks.
- **Lego Club Meetings:**
 - o Tuesday, June 28th at 4PM
 - o Thursday, July 14th at 4PM
 - o Tuesday, July 26th at 4PM

Tween/Teen Services

1. Past Programs and Attendance Numbers:

- In May, we had 4 teen programs with a total of 24 people in attendance.
- The Trial of Apollo Party was a big success, everyone had lots of fun! However it was so successful the the space clearly was too small for the number of people to comfortably enjoy the various events/crafts. It was a tight squeeze but still lots of fun.

2. Upcoming Programs:

- Evil Genius Club: four week session starting June 22nd with two groups : morning or afternoon (Ages 8 -13)
- Dungeons and Dragons (trial session): Saturday, June 25th from 1-3PM (Ages 12 and up) led by Kat Keown
- Photography Basics: Thursday, June 28th at 6 PM (For Both Teens and Adults) -This is a 6 week program. There is a \$20 fee to attend. The fee is due on or before the first session. Checks made out to Sutton Public Library. (A short discussion ensued concerning where payments received for programs is deposited. Right now the money goes into the town's general fund. It was brought up that the money should be directed to an account that is used to pay for the event. Betsy hopes that this will be possible with the new accounting system going into use in July.)
- Olympic Athletics Training: Thursday, June 30th at 1-2:30. (Ages 10-18)
- Alien Invasion! Saturday, July 2nd (national UFO Day) from 4-6PM



Meetings attended:

June 3- C/WMARS Exec Comm. – C/WMARS

June 7- Dept. Heads- Town Hall

June 9- Met with Designers and OPM- Sutton Public Library

June 10- Friends of the Library- Sutton Public Library

June 14- C/WMARS Users Council- W. Springfield Public Library

June 15- ARIS Report Wkshp- Rutland Public Library

Adult programs:

We had a good month for adult programs, a nice turn out for the pastel program sponsored by the Cultural Council. Writing Group is still going well. A new table configuration is being tried because they are running out of room.

Senior Center Book Group is taking the summer off.

Friends:

The Friends had their most successful book sale ever in conjunction with the Art Festival. (\$600.00 during the Festival then close to an additional \$100 during the following sidewalk sale.) The Art Festival was a great success also, with almost twice as much money brought in via the raffle as last year. They had roughly the same number of tables rented for the Fair so that revenue remained about the same. The Friends are now focusing on the wine tasting event which is scheduled to take place in October.

The "Dime At A Time" water bottle fundraiser has kicked off. A water bottle can hold approximately \$90 in dimes.

Staff:

I started advertising today for a page to replace Kat Keown when she goes to college. The cut off for applications will be in mid-July. The goal is to have someone hired by the end of July or early August. This should give us enough time to train the new hire and have them settled in before Kat actually leaves.

The intern has approximately one more week of work. She has been helpful.

Everyone's hours have been scaled back slightly due to budget concerns now that we are nearing the end of the fiscal year.



have less actual light fixtures but more light shed and we won't ever have to replace bulbs. The new fixture placement will be between stacks for more lighting where it is needed in the isles.

We are working on refreshing the Library website so that it is more compatible with mobile devices. The new changes became live this morning just in time for summer reading.

Unibank launched a Community Giving Campaign. The bank will give money to local agencies but people have to vote on the groups they want to see receive the donations. The Sutton Public Library is one of 10 possible organizations from Sutton and 10 organizations from Millbury in the running as recipients. People have to physically go in to vote on an iPad located in the bank at the new market 32 plaza. You can vote again every time you go to the bank. You can vote for 3 organizations in each town every time you go. The top winner from each will receive \$5,000, second and third places in each town get smaller amounts and every other participating organization will receive a check for \$500. Voting ends August 31st. Winners will be announced at Unibank's family fun day in September.

LBNC:

The contract for designer services has been signed with Johnson Roberts who are now working on various schematic designs. The LBNC will meet this Wednesday night at 7 pm.



Library Statistics:

	Adult Programs	Number of Participants
July 2015	4	26
August 2015	1	3
September 2015	12	23
October 2015	12	22
November 2015	4	10
December 2015	4	20
January 2016	5	30
February 2016	7	41
March 2016	9	63
April 2016	9	79
May 2016	7	46



New/Old Business

Betsy's Evaluation: Evaluations from all Trustee's have been given to our Chair, Lisa Kane who is in the process of consolidating them into a final report. In short everything is fine and we are, in general, very happy with the job that Betsy is doing as the Director. We feel that she has accomplished a lot with the programming and Building Needs etc. she had a very good review. The final report will be given to her to review and sign on June 21,2016.

Next meeting dates

- Monday, July 18, 2016 @3:30
- Tuesday, August 16, 2016 @ 3:30

Next Meeting Agenda Items

- Director's Report
 - Youth Services Director's Report
 - Old/New Business
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Adjournment

The meeting was adjourned at 4:14 pm

