Minutes from the Etna Library Trustees Meeting

September 13, 2024 at 5pm
Location: Etna Library, 130 Etna Road, Etna, NH 03750

In attendance:

Jeffrey Metzler-Library Director
Betsy Storrs-Trustee
Kathleen Chaimberg-Trustee
John Collier-Trustee and Secretary

Order of Business

Acceptance of August Minutes

Librarian's Report

August Patron Visits

- 894
- Last month (August): 1,027
- September, 2023: 628

August Programs

- Munchin Munchkins, August 1 (40 patrons)
- Ice Cream Party, August 17: 75
- Cookbook Club: 7
- Stories with Scooter: 17
- Book Group: 10
- Knitting (2 gatherings): 5 at each
- Story Times (9 gatherings): average of 5 at each

August Circulation

- Items OWNED by Etna: 1,373
- Last month (July): 1,332
- August, 2023: 1,317

- Items CIRCULATED AT Etna: 1,278
- Last month (July): 1,291
- August, 2023: 1,299

August Website Visits

- Site sessions: 405 (534 last month)
- Unique visitors: 293 (409 last month)

August Donations
- $2,000 from the Jack & Dorothy Byrne Foundation
- Total of $55 from two other donors, one in honor of Reid Drucker

Old Business

Basement sump pump-
A water/moisture sensing alarm will be purchased

Gazebo-we will ask Carriage Shed to provide costs of a 14x20' and a 16x20' gazebo which will be vinyl coated for weather protection and which will be reinforced to meet the town specifications for snow and wind loads.

Second Addition-we will postpone consideration of an addition until we can complete the study of the possibility of buying and installing the gazebo.

Haunted story walk—will be held on Saturday, October 26; we will need volunteers to help set it up and to read stories along the pathway outdoors.

New Business
Jeffs discussion:

Staff Schedules
- Jeff attending NELA conference from October 20-22 in Portland, ME
- Sarah going to Mt. Everest Base Camp from November 1 - 15

Meeting with Interim Town Manager
- Jeff and Sarah met with Rob Houseman on August 29th
- Rob hadn't been to the library before – talked about its history and offerings

Finance Meeting
- Jeff met with Ellen Bullion, Finance Director for the Town, last week. Discussed current state of Trust Funds and how to draw money from them
- Discussed RSA and acceptance of donations

Street Lamps in Parking Lot
- Two are damaged; Jeff has requested that DPW replace them.

Outreach to Schools
- Last year Jeff had reached out to the Montessori school to introduce himself and ask if there was any way that the library could assist the school – a field trip to the

library, story walk, a visit by a librarian to school. Started a conversation but nothing ever came of it. Jeff reached out again earlier this week and heard back – Story Time in Spring and information about our clubs in their newsletter.
- Ray School calendar – Jeff reached out to the Ray School to have library events included on their online Community Interest Calendar.

Hooks for Activity Backpacks
- Second coat rack breaking
- Hooks to be installed instead
- Rope as well, to block patrons from accessing that area if all Activity Backpacks are checked out

Multiple Staff on Site
- With the increase of programs and ongoing groups the library has been hosting – and the trend of larger groups attending these offerings – there have been more times where it's been very beneficial to have more than one staff member at the library at a time. Discussed using some of the library's gift fund money for additional staffing hours.

Pumpkin Decorating
- Keeps grow exponentially each year – over 100 pumpkins costing over $400 last year. From Co-op. Reached directly out to the Co-op's provider, Deep Meadow Farm in Windsor, VT. Quote forthcoming.

Pie Sale
- Speaking of long-running traditions – Pie Sale will return on Wednesday, November 27

Upcoming programs
- One-Room Rural Schools: Wednesday, September 18 at 5:30 (Stephanie Snelling taking over at library around 4).
- Hanover's Fall-Fest: Friday, September 27 at 4, Storrs Pond (Sarah's left over crafts, Helah Snelling)

Gazebo Questions: Kathleen—size?—attach to the addition end of the library?
Conclusion was that separated might be easier, less expensive.
Why oval? More expensive? Thought is that it improves interaction
6 or 8 sides?
Solar power on top?—interesting for kids-we need to assess electrical load needs
Kit and project? Should this be a community effort to build or should be buy a completed gazebo? Collier to get a proposal with costs from Carriage Shed
Assess community perspective/support for gazebo? Betsy will work on the mailing list for a questionnaire

Big question is where; Jeff will identify prospective sites
Fork lift moving the gazebo? Might be useful in the future if there is an addition; Collier will ask Carriage Shed about this.

There was more discussion of Size, Location, cost, possibility of additional parking and whether the town might help with construction etc.

The question of how to staff the gazebo led to a discussion:
Should we have multiple staff on site which allows gazebo and library open at same time?
Could we add hours for sarah for times when both gazebo and library would be open?

We discussed:
Hours of use of gazebo?—
Always open?
Who maintains? Who cleans?—ask town about cleaning/maintenance?
No conclusions to the questions

October 28, 2024 at 5 pm agreed to for next meeting