

**Etna Library Trustee Meeting Minutes**  
**December 7, 2021 at 3:00 pm**  
**Location: Etna Library**

Present: Kathleen Chaimberg, Elizabeth Cornell, Liz Marshall, Jeff Metzler

The November Minutes were accepted.

**Librarian's Report**

*Review of Programs:* Monday afternoon story times in November topped Friday morning, due likely to the timing. Jeff will perhaps tweak the schedule in December. Knitting group met twice and the two book groups each met.

*November Circulation:* Etna patrons borrowed 894 items. Etna's own collection circulated 770 items through Etna, Howe Library and inter-library loans.

*November Patron Visits:* Masked visits to the library included 227 adult, 55 child and nine YA, for a November total of 291.

**Old Business**

*Events Tent takedown and repair:* The supplier shipped replacement parts for the remaining storm-damaged tent. The Hanover Public Works crew has stored and will complete repair when the tents are erected again in Spring.

*Pie Sale:* A successful drive-through Annual Thanksgiving Pie Sale raised \$491.

*Children's section:* Barbara's plaque and photograph are in place. The children's shelving is newly organized to optimize space and increase accessibility to picture books.

*War Memorial plaque:* The library will explore a request for placement by members of the Etna Ladies Aid.

**New Business**

*Library Hours sign:* The hanging sign at the front entry will reflect a change in opening hours.

*Library Budget:* Jeff will present a proposed budget to the Town Manager on December 21.

*Furniture Wishlist:* Added shelving, an armchair and lamp are under consideration.

*Story Time crafts:* Assistant Librarian Sarah Molesworth will include crafts with her on-line story times.

*Science Fiction/Fantasy section:* Trustees approved Jeff's request to add a dedicated section.

*New Library Patron Visit recording sheet:* Visit tabulation slightly amended.

*Library Survey:* Content was considered for a library patron survey to be released mid-January.

Next meeting: January 13 – Thursday – 1pm

Respectfully submitted, Elizabeth Cornell, Secretary