

## June 16<sup>th</sup> 2025 Etna Library Trustee Meeting Minutes

### Attendees:

Library Director

- Jeff Metzler
- Sara Molesworth, Librarian

Library Trustees

- John Collier, Elizabeth Storrs, Sharry Baker

### May Minutes Reviewed and Approved

### June Agenda and May Recap

- Librarians Report for May
  - Patron Visits :889 ( April 957)
    - May 2024 :846
    - May 2023: 509
  - Programs:
    - Story Time ; 4 sessions , Ave attendees =4
    - LEGO Club: 3 sessions , 23 attendees /session
    - Arts & Crafts Club: 2 sessions ; 9 attendees each
    - Knitting Group: 2 session , 2 attendees each
    - Cookbook Club: 12
    - Movie night : 22
    - Universal Yums : 19
    - Stories with Scooter: 8
    - Gift Card Making Craft : 1
    - Crayon Contest: 17
    - Program: Foreign Policy Under the Trump Adminsitration:29 attendees
  - Circulation:
    - Items owned by Etna: 1349
      - April :1348
      - May 2024: 1037
      - May 2023: 974
    - Items Circulated at Etna: 1251
      - April: 1251
      - May: 1040
      - May: 2023: 900
  - Website Visits May Site Session 457( April 505)
  - May Donations
    - Hanover Garden Club; \$75
    - Jerry and Pat Balkcom: \$100
  - Story Time: Low attendance , Schedule adjustments being considered to most benefit the patrons
  - Movie Night; Attendance really picking up with 22 attendees , lots of popcorn fun!

## **Old Business**

- Gazebo:
  - Notes :Plan from Paul Simon , Reviewed the Map , discussed plan and review of next steps needed from the town planning committee. Jeff composed an e-mail communication to Jennifer and Alex which outlined the history of Gazebo donation, critical timing of gazebo delivery and need for site preparation. Invite to the site to see location and discuss plan being proposed to town planners
- Meeting with Town Manager – Rob scheduled for June 30<sup>th</sup> 5:30 to meet with Jeff and the Trustees; Past , present future plans , value to the community, reflective of programs, significant town history and progressive future plans for expansion
- Volunteer Appreciation Event July 19<sup>th</sup> ...11-1 PM,
- New Shelving; Grant for the shelves in the works , design and work is in progress

## **New Business**

- Porch Display case: Updated: Library past and present on display
- Coffee Machine relocation- done
- Large Print collection on the increase
- Fiscal year starts July
- Activity backpacks Current options but there is space for more backpacks , these are being explored by Library Staff
  - Family games,
  - Baking cookies ,
  - Light color activity
- Book Orders
  - Baker and Taylor current vendor to order books but Jeff looking for alternatives such as Norwich Book Store 20% off for ordering and free delivery
  - Micro Marketing book vendor, they offer book processing as part of cost, this is a time consuming task for the Librarians and the laminating material is costly , supplies of this is limited to very few vendors maybe even just one for bulk orders , so this could be a big cost savings
  - Amazon is also a possibility for ordering

Summer Reading Program for Adults and Kids starts June 18<sup>th</sup> ends August 20<sup>th</sup> , lots of great prizes and culminating in Ice Cream Party

## **Upcoming Meetings**

**June 30<sup>th</sup> Meeting with Town Manager**

**Next Board meeting July 7<sup>th</sup>**