Vinalhaven Public Library Board of Trustees
Meeting Minutes August 4, 2022

Present: Jake, Jen, Cait, Heather, Mark, Rebecca Chambers (website), Sue (FOL/Chris Van Dusen visit), Colleen (FOL), Linda (library assistant), Jim Smith (bee demonstration)

Acceptance of minutes from previous meeting 7/2/22:
Motion to accept minutes, seconded, accepted unanimously

Updates From July Minutes

Community use of the reading room?- update
Possible health care presentation/educational - Linda was approached to have a presentation here, Linda will get back to them and set it up

Ongoing cleaning status- update
There is someone cleaning for the town buildings, but not the library, position is still posted, Cait will email Marjorie about possibly separating out the job. Linda is able to keep doing it until the position is filled

Summer help starts a week from Tuesday. Katie Brodt is the interim assistant/helper, possibly here through Thanksgiving.

Summer Guest Programs

Aviva Romani- update - about 24 people - a successful program
Caleb Mason- update - about 20 people - successful program
Thomas Urquhart- August 11th- 7 p.m.
   Posters will be printed tomorrow, ad in Wind, should be on the website
Jan Schreiber- August 18th- presentation on Poetry
Chris Van Deussen- August 23- (Tuesday) Author Talk and Book Signing 10:30-12
   Reading of book, talk about where the idea came from, connection to VH and to Island Readers and Writers, that book will be for sale, and there are book (+ circus ship) avail up at the historical society. Chris will sign books, plus people can bring any other books by Chris for him to sign. Sue is asking for tents (LYONS), people should bring blankets for kids to read. Bill Trevaskis will provide sound. The book will be on the story trail the week before the event. Sue will send the info to Rebecca. Anyone who has extra copies can bring the books to share for the read-a-thon.
**Program Promotion/ Coordination**

**Website Coordination/ E-Books** — Rebecca Chambers

Suggestion from Rebecca, more info on the website, looking to the future the website should be the primary communication tool, ideally, there should be one person overseeing the website, with one or two other people who also know how to do it. It will be an expectation that the new library director will be in charge of the website & Facebook. FOL is interested in passing that task to the new librarian.

Ideas about getting a newsletter out, get an email list from the town.

Question about who’s overseeing the librarian email, currently no one, Linda can for now, and the new librarian will take over.

For the website/Facebook in the interim - Rebecca will post new books to the website, & events, Heather will share graphics she currently has for the remaining two events (Urquhart & Schreiber), Sue will get the graphics for Chris Van Dusen's visit, there are 16 hours a week that are going unused so funds are avail to cover the costs until the permanent librarian is here.

Jake will find out how many hours were in the budget for summer help & at what rate, so we know what we have available to pay Rebecca for her services until the new librarian is here.

**Facebook/Friends- Colleen Conlan**

**Ongoing Programs:**

- Lions Club - funds for an Owl program? Is this money available still
- Bee Keeping Program/ Hive project- guest presentation- Jim Smith
  - Demonstration from Jim - very cool, logistics to think about
- Backpack Program- Sue Dempster
  - Suggestion: get it on the website, on FB, pictures of packs and kids using them
- Every Child Ready to Read- Sue Dempster
  - Looking to connect with the daycare for future programming.
- Movie Nights- Cait Clapham
  - Challenging to find a night - permission to use the equipment - Cait will email three or four dates. - September night might be awesome, back to school event for island residents
- Moth Book Club- Jake - Fall
- Books on the story trail
  - Collection at the library to be on display
**Library Director’s Position**

Trustee involvement in the write-up for the Library Director’s job description, Jake has been in communication with Deborah Clark for guidance on the job description.

Job description thoughts: Jake will send out the description she found as a springboard, a meeting will be scheduled to finalize the thoughts on the job description, Cait will upload a google doc for everyone to chime in on. Jake will OK the Wind ad for Marjorie.

Wind needs to be changed to not have Scott’s name to Linda.

**Strategic plan** - on hold until a new director is hired

**Election of Officers** - tabled

**Discussion of new members** - interested people will write a letter to the town, Cait will tell the interested people.

**FOL meeting Trustee Representative** August- Heather, September- Jill

**Other New Business**

**Adjourn Meeting:**
Motion to adjourn the meeting, seconded, accepted unanimously.

**Next Meeting:** September 1, 2022 @ 5pm at the VPL