

Castleton Free Library  
Trustees Meeting  
February 24, 2025  
APPROVED (March 24, 2025)

**Present:**

Board: Chair Nancy Mark, Pat Schroeder(Pat S), Sue DeCarolis(Sue D)

Librarians: Mary Kearns, Library Director

Community Members: None

The meeting was called to order by Chair Nancy Mark at 5:45pm.

**Agenda:**

Motion to accept the agenda as given made by Pat S and seconded by Pat S.  
Motion passed.

1. Approval of minutes 1/27/2025
  - Tabled till next meeting
2. Approval of Bills/Financial Statements
  - Motion to approve Bills/Financial Statements made by Pat S and seconded by Sue D.  
Motion passed.
  - Outstanding check #2709 is from the Snowflake Program
3. Librarians' Report
  - See bulleted report
  - Kudos to the Librarians for all the programs!
  - Vermont Humanities Programs will be restarted soon.
4. Community Members Question/Comments
  - None present
5. Castleton Town Meeting Report
  - Community support noted
6. CFL closure for unforeseen circumstances
  - Motion to revise wording in the Personnel Policy and Facility Policies as discussed made by Pat S and seconded by Sue D.  
Motion passed.
  - Pat S and Mary Kearns will make revisions and present such at next meeting.

7. Open Two Year Library Trustee seat
  - Two candidates: Mark Brownell and Laura Foley
  - Wait for results of election; may need to appoint
8. Vermont Department of Libraries Act 150 Model Policy
  - Pat S and Mary Kearns will review Act 150 Model Policy and compare to our policies.
  - Recommendations to be presented at the next meeting.
9. Motion to enter Executive Session: Personnel made by Pat S and seconded by Nancy M.  
Motion passed.

Motion to exit Executive Session: Personnel made by Pat S and seconded by Nancy M.

Motion to adjourn made by Sue D and seconded by Pat S.  
Motion passed.

The next meeting will be an Organizational Meeting on March 10, 2025 at 5:30pm.

The meeting was adjourned by Chair Nancy Mark at 7:50pm.

Respectfully submitted,  
Patricia A. Schroeder  
Clerk

Board of Trustees Meeting 2/24/2025

Librarian's Report:

- Geff McLachlin has been in touch. He is waiting for some workman's comp paperwork then he will send us the contract for painting the exterior trim.
- The library has re-hired After Hours Cleaning to clean just the floors every other week at \$120.00. Pam, Maddy, and I have been keeping up with the other maintenance during working hours.
- There is a new Girl Scout troop that has formed in Castleton. They will be meeting at the library every other Thursday evening.
- I set up a tax-free library account with Phoenix Books in Rutland. I will be ordering from them what I would have ordered through Amazon. They are a little bit more expensive but the service is very fast and the library will be supporting a small business.
- There hasn't been much interest in the Puzzle Competition for this coming week (2/27). I may postpone it and try again in March. The Fair Haven Girl Scouts will be holding a cookie sale here (outside if the weather is good) on March 1st. The Castleton troop is unable to sell cookies at this time. I don't have adult programs for this month. Two poetry events are scheduled for April and I am going to try and put together a monthly gardening program from May-August. I hope to work with the Castleton Garden Club that has recently formed at the Rec center.
- The library has been bustling lately with lots of computer usage and Libby sign ups. Lots of new books have arrived as well.

Respectfully submitted,  
Mary Kearns, Library Director

Children's and Young Adult Librarian's Report for 2/24/25 for CFL/BOT Meeting

- Tales and Tails will now be on the first Saturday of the month starting immediately. We found it was becoming difficult to rely on the Caring Canine folks to be here every Saturday because...life! I felt we were less likely to disappoint our patrons with last minute cancellations and I had an assurance that the first Saturday of the month would work for the dogs and their handlers. Despite the dogs not coming to the children's room we have had very busy Saturdays with an average of 12-14 patrons typically staying for 1.5-2 hours.
- We had a large crowd (Approximately 59) at the Puppetkabob performance of The Snowflake Man on Friday, January 31st. Everyone was enthralled, from the usual Storytime PreK kids, the 4th graders (they LOVED it) and every adult I spoke to. We may have to make this an annual event. Sarah Frechette, the puppeteer, was a delight to work with. Please take a moment to read the thank you notes from Kim Lucci and Randi Ray's 4th grade class, they are wonderful!
- We had 6 kids and adults stop in for the Drop- in Valentine's Day custom card craft on February 5th. I have decided to have a monthly craft event, our patrons seem to enjoy being able to stop in and not have to reserve a spot.
- I had a wonderful time with the Kids Cooking Club during February vacation. We had classes on 2/18, 2/19, 2/20 from 2-4. The first class was breakfast, (omelets, pumpkin bread, homemade butter lunch on day 2 (homemade soup, grilled cheese, cookies), and dinner on day 3 (homemade tomato sauce, meatballs, with pasta and a salad with homemade vinaigrette and a dessert). They also learned safe knife skills, measuring dry and liquid ingredients, following recipes, and common cooking terms. We had 6 children each of the days (the class size was limited to 6). Many thanks to volunteers Jacque Frost and Ann Pierce for their invaluable help with the cooking classes.
- We had an extremely busy week during school vacation- almost constant crowds of kids, parents, and grandparents. There were 20 people (adults & kids) on the Friday, of vacation, for storytime and a craft and they stayed an average of 2.5 hours.

- To keep families excited and informed about our titles, I constantly rotate the books displayed on the picture book, junior fiction, graphic novel, non-fiction, and young adult shelves as well as doing separate themed displays. This month's special displays were for: Black History Month, Valentine's Day, Hide and Seek books, classic books, and new titles.
- I am very excited about the Siber Sled Dogs Event on March 8th from 10-11 am. Highly recommended by other libraries in Vermont, musher Milagro Turner will bring her Huskies and sled for a talk, photos ops, dog hugging and maybe a reading of one of her books.
- Still working on what the Take and Make & Drop in craft will be for March.

Respectfully submitted,  
Pamela Arel, Children's and Young Adult Librarian