

I. Call to Order

Members Present: Prudence Doherty, Jessica Wignall, Collette Khajehali, Colleen Moore, Taliah Bennett, and Lauren Read

City Staff Present: Nate Eddy

Guests Present: None

Call to Order by: Jessica

Meeting Start Time: 6:35 PM

Minutes Recorded by: Collette

Handouts Provided: Overview of Winooski Events Calendar; Winooski Library Committee Charter.

II. Approve Previous Meeting Minutes

Decision: Approved

Motion by: Prudence

Second: Colleen

III. Public Comment

None

IV. Committee Member Updates

No major updates from the members. Jess was at the city council meeting this week. The Council asked for guidance on how to build the budget for the city. Council voted to approve a catch-up service. More to come on how this will impact the library and its service to the community.

V. Library Updates

- Programming – back to school year programming – continuing with youth play groups, STEAM, Pokémon Club... Kirstin goes to the school for weekly story times at THRIVE. **FOR ACTION:** Nate to reach out to School Librarian re: school library commission. Adult programming continues: ESL, volunteers from St. Mike's for tech support (drop-in program), book club, and writing group. In December, will work with Intervale for the produce give away to community.
- Stats: flattened since summer due to school starting. 900 came into the library this month, 51 new card holders, online usage continues to be strong, last month 538 check outs online across all platforms.

- Staffing: Library staffing continues to be a challenge – FY to-date – 86 hours of coverage was given from community service staff. Even with that non-permanent support, still had 10 hours of library closure. Two patrons last week emailed Winooski City Council and Elaine stated their disappointment re: having inadequate staffing.
- Migration of library catalog – currently in process of switching to a new catalog. We are on track for this. On target date for completion is **November 6, 2023**. New catalog will be more user friendly.
- Winooski Library is getting tote bags! Will have in 5-6 weeks. Will be available for purchase at the library.

VI. New Member Orientation

- All the members of the library committee introduced themselves to the new youth committee member – Taliah Bennett.
- The Library Director and Committee Chair provided an overview of the Library Committee and its responsibilities.

VII. Review and Finalize Fiscal Year 2025 Strategic Goals

- The library sets goals for the coming year. Last year, we discussed creating a youth committee member position (DONE), creating better signage for the library (DONE), and increase library usage, for example.
- The committee reviewed the strategic goals captured from the last meeting. All agreed with the strategic goals to include:
 - Continue increased usage of the library as measured through key indicators such as annual visits, circulation, new library card registrations, programs held, and programming attendance
 - The Library Committee will support outreach and advocacy efforts by tabling at three community events
- The Library Committee will help plan and facilitate community “imagining sessions” of new library space and services

VIII. Other Business

IX. Adjourn

Motion to Adjourn: Lauren, Second by Collette