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Agenda for 2025 Peacham Library Annual Meeting

1. Call to Order - Barbara Schoolcraft, President
2. Approve minutes from 2024 Peacham Library Annual Meeting- Barbara Schoolcraft, President
3. Trustee's Report - Barbara Schoolcraft, President
4. Treasurer's Report - Jean Dedam, Treasurer
5. Library Director's Report - Susan Smolinsky, Library Director
6. Election of Trustees, Officers and positions - Barb Schoolcraft, Nominating Committee Chair
7. Other Business
8. Adjournment

PEACHAM LIBRARY ANNUAL MEETING MINUTES (UNAPPROVED) July 8, 2024

Trustees in attendance: Cathy Browne, Susan Smolinsky, Melody Morrison, Barb Schoolcraft, Charlotte Mooney, Jennifer Barlow, Jean Dedam, Joanna Bodenweber. Absent: Nathan Colpitts, Jake Thomas

1. Call to order: Cathy Brown called the meeting to order at 6:32 p.m.

2. Approve Minutes of 2.5.24: Review of 2023 minutes. No comments. Joanna Bodenweber moved to approve, Richard Brown seconded. Approved.

3. Trustee's Report: Cathy reviewed her 4 years as President of the Board, beginning in 2020 during the pandemic. She spoke of the many challenges and accomplishments that the board worked through over the years. Some of last year's highlights included successful fundraising events and awards of several grants, submitted by both Cathy and Susan. One grant allowed

the library to add a new multi-use porch to be used for concerts, art activities, and social gatherings. Also in the last year the Board approved a new strategic plan, including revised Mission and Vision statements. The strategic plan emphasizes 3 community focused priority areas for the library:

- Ease of access: *Availability to the community*
- Empowering users including: *Engaging the community with a broad spectrum of services*
- Community partner: *Connections to community organizations*

Many at the meeting thanked Cathy for her organization, enthusiasm, and dedicated work on behalf of the library.

Cathy thanked all of the volunteers and Trustees who worked with her and for the library over the years. She also thanked Susan and all the library staff for their creativity, talents, and dedication. Lastly, she thanked the Peacham community for their continuing support of the library.

Cathy introduced Barb Schoolcraft, the new (pending) President of the Library Board.

4. Treasurer's Report: Jean Dedham presented and reviewed the library's budget that was included in the handouts. The town's approval of an increase to the library's appropriation will allow the library to keep up with inflation, and costs for staffing, maintenance, books and supplies. Donations from all sources exceeded expectations by over \$1,500. Successful fundraising events and several grants allowed the library to add additional space and services. Jean thanked the community for their continued support. Jean also thanked Susan, Cathy, and the library's bookkeeper for helping with the budget and with keeping tabs on expenses and assets. In summary Jean reported that the library is on solid financial footing.

5. Library Director's Report: Susan reported on the many accomplishments of the library over the past year. Almost 9,000 visitors came during times the library was open and staffed—about 1,000 hours. The library was used an additional 450 hours for meetings, events, programs, and co-working space. Peacham Library tied second for open hours for VT towns under 1,000 people. Susan also reported on the many successful programs offered for children and adults. Circulation of books and materials over the last year was over 8,000 items. Grant funding provided funds for improving the children's section of the library, book courier services, a visit from VINS (also supported by the PTF), and the building of the new multi-use outdoor space. Susan thanked the community, volunteers, and the Board for their generous support.

6. 2024–25 Slate of Library Board Nominees:

Trustees nominated for a 3-year term: Ken Kraus, Barb Schoolcraft

Trustees nominated for a 2-year term: Gretchen Boswell (filling Jake Thomas' vacated term) Trustees elected for a 3-year term at Town Meeting: Charlotte Mooney

Officers nominated for a 1-year term: President: Barb Schoolcraft, VP: TBD, Treasurer: Jean Dedham, Secretary: Joanna Bodenweber

Auditor nominated for a 1-year term: Guy Lawrence

Richard Brown moved to accept all nominees, Joanna seconded.

Approved. **7. Other Business:** None

8. Adjournment: Cathy moved and Charlotte seconded to adjourn at

6:55p.m. Respectfully submitted by Joanna Bodenweber

Library Trustee's Report

Dear Friends and Neighbors,

This year marks the halfway point for the Library's 2023-2026 Strategic Plan - *Envisioning Peacham Library's impact as a community partner*. Our Vision and Mission Statements serve as our guideposts. Following are highlights of the plan's progress-

Priority Area #1 Ease of Access- *Availability to community*

Using our small size not as a barrier but as a strength by paying attention to both indoor and outdoor space is key. The addition of the backyard covered porch has provided a great space for small gatherings and events. Also, thanks to a grant from the Vermont Public Library Foundation, the Children's area is being updated with new custom made bins which are now installed and new furniture for the area is on the way. Expanded library hours on Wednesdays and Fridays has been well received along with placing books outside by request for pick-up after hours. Also, streaming service continues for meetings.

Priority Area #2 Empowering Users - *Engaging community with a broad spectrum of services*
The website has been redesigned providing a more engaging user experience. As well as an ongoing commitment to provide timely information via our newsletter, social media and non-digital communication methods.

Priority Area #3 Community Partner - *Connections to community organizations*

Our library would not be the vibrant organization it is today without our committed community volunteers. Special thanks to the Board's Development Committee under the leadership of Jennifer Barlow guiding our organization through the following fundraising events: September Fall Fondo Pie Sale; 4th of July & Fall Foliage Day Book Sales; December Library Holiday Tea

& online auction; Peacham Guild Christmas Show; Winter Coffee House series; Winter Carnival Mac & Cheese lunch; John Mackenzie Concert; Jonathan Kaplan's tribute performance to Alan Greenleaf. Thanks to the volunteers for the above events go to Gretchen and Ian Boswell, Charlie Byron, Chris Dunlap, Geoff Fried, Craig Harrison, Cornelia's Hasenfuss, Marilyn Magnus, Morris McCain, Michelle Morton, Andrea Otto and to the many talented pie bakers and great cooks supporting our events.

The Board of Trustees sends our sincere thanks to the Peacham community for approving our town appropriation request at Town Meeting in March. Your support truly makes it possible for the library to provide all the quality programs and services to our community. We also would like to thank our amazing team leader, Library Director Susan Smolinsky; our awesome staff Barbara Hegenbart, Kathleen Barber, Kay Jensen, Jenny Roy and our very efficient Peacham Library bookkeeper Rebecca Washington.

All meetings of the Peacham Library Board of Trustees are open to the public. meetings are held every other month on the first Monday of the month at 7pm at the library and on Zoom. Our next meeting will be Monday, August 4th, 2025.

Respectfully submitted,
Barbara Schoolcraft, President

Treasurer's Report for FY 2024-2025

The library's financial condition has remained stable this year. Income came in higher than projected due to a very generous response from the community to our annual appeal, appropriation request and to several large donations. Unbudgeted grant income also enhanced the revenue side but this income must go to specific purposes as described in the grant documents and not for general library expenses. So though welcome they cannot be counted on from year to year or for general maintenance of our beloved library.

Our investment account has so far held its value. Our policies allow us to take up to 5% of the value of two of the accounts in the fund and to reserve the smallest account for emergencies. At this time it would appear we will have the amount budgeted available to us in the upcoming year. That could change if the markets lose value with current political and economic conditions in flux.

We were concerned about two grants we receive through Institute of Museum and Library Services (IMLS) - our Courier Grant and Summer Programming Grant. The funds were under threat of being cut earlier this year. On June 15, 2025 the Department of Libraries received welcome news from IMLS: the official award notice

of Vermont's full \$1,241,835 for the upcoming State fiscal year, which began on July 1, 2025. The Department is continuing to watch developments in the 2026 federal budget closely as the federal administration has signaled its intention to dismantle IMLS.

Areas that have not met income projections include co-working space and programs. The co-working space is available, free to all whenever the library is open and free by appointment for Peacham residents when the library is closed.

There is a fee for non-residents who use the co-working space after hours. Anyone using the community room and charging a fee to their attendees must pay the library for use of the space.

Library programs are always free to attend. Any gratitude donations made at programs are used to provide more programming. If we have a partner or sponsor for a program, that income would show up in this line.

As any household, business or organization knows, expenses rise every year and the library is no exception to the rule. Our director efficiently manages the books and ensures we stay within limits. Looking ahead we know the fundraising climate will be more challenging as other civic and public organizations will be fighting the same battles with fewer resources to go around. Our library though small is indeed mighty. We offer an amazing array of services and programs to our patrons and the community at large. We appreciate the support we get from the community and going forward we will continue to be responsible stewards of the resources we have available to us thanks to everyone's generosity.

Respectfully submitted,

Jean Dedam, Treasurer

Finance Committee: Jean Dedam, Barb Schoolcraft, Susan Smolinsky

Peacham Library Account Balances as of June 30, 2025

	6/30/2024	6/30/2025
Assets		
Checking	27,331	30,394
Paypal	0	0
Total Bank Balances	27,331	30,394
Endowment	402,691	432,154
Reserve Fund	80,209	85,093
Williams Fund	5,601	6,302
Total Investments	488,501	523,549
Total Assets	515,832	553,942
Liabilities		
Credit Card	0	0
Tax Withholding	1,222	1,442
Total Liabilities	1,222	1,442

Peacham Library

Budget vs. Actuals: 2024-2025 Budget - FY25 P&L

July 2024 - June 2025

		TOTAL	
	ACTUAL	BUDGET	% OF BUDGET
Revenue			
Fundraising Income			
Auctions		3,000.00	
Books and Programs	3,358.53	3,000.00	111.95 %
Other Fundraising Income	4,403.00	3,500.00	125.80 %
Total Fundraising Income	7,761.53	9,500.00	81.70 %
Grants			
Government Grants	983.80	936.00	105.11 %
Town Appropriation	33,800.00	33,800.00	100.00 %
Total Grants	34,783.80	34,736.00	100.14 %
Library Revenue			
Copies	97.03	100.00	97.03 %
Total Library Revenue	97.03	100.00	97.03 %
Other Revenue			
Designated Funds			
Adoptions	677.99	1,000.00	67.80 %
Memorials	530.00	400.00	132.50 %
Total Designated Funds	1,207.99	1,400.00	86.29 %
Donations			
Appeal	23,900.06	16,000.00	149.38 %
Co-working Space		200.00	
Coffee Hour	787.92	624.00	126.27 %
EV Charger	1,067.90	600.00	177.98 %
Gallery	220.00	200.00	110.00 %
ILL	340.87	300.00	113.62 %
Other Donations	5,481.52	1,500.00	365.43 %
Programs	162.80	500.00	32.56 %
Space Use Fees	1,005.00	1,000.00	100.50 %
Total Donations	32,966.07	20,924.00	157.55 %
Investment Income			
Checking Interest	14.45		
Total Investment Income	14.45		
Non-government Grants	10,000.00		
Sales	2,530.74	2,500.00	101.23 %
Total Other Revenue	46,719.25	24,824.00	188.20 %
Transfers			
From Endowment	19,246.00	19,246.00	100.00 %
From Reserve	4,700.00	4,700.00	100.00 %
Total Transfers	23,946.00	23,946.00	100.00 %
Total Revenue	\$113,307.61	\$93,106.00	121.70 %
GROSS PROFIT	\$113,307.61	\$93,106.00	121.70 %

	TOTAL		
	ACTUAL	BUDGET	% OF BUDGET
Expenditures			
Grant Expense			
ARSL Grant Expense	6,760.00		
Audubon Gift Expense	928.20		
NNLM Grant Expense	8,693.50		
VPL Grant 2 Expense	1,883.79		
Total Grant Expense	18,265.49		
Insurance			
Fire, etc	3,530.00	3,200.00	110.31 %
Workers' Comp	712.00	507.00	140.43 %
Total Insurance	4,242.00	3,707.00	114.43 %
Materials (Books)			
Adopted Items	677.99	800.00	84.75 %
Adult	3,136.06	3,000.00	104.54 %
Digital	3,309.76	2,400.00	137.91 %
Juvenile	785.09	1,500.00	52.34 %
Other	98.10	300.00	32.70 %
Total Materials (Books)	8,007.00	8,000.00	100.09 %
Occupancy			
Building & Maintenance			
EV Charger Fees	33.20	50.00	66.40 %
Improvements		800.00	
Maintenance	1,502.75	1,500.00	100.18 %
Mowing	385.00		
Piano	385.00	200.00	192.50 %
Total Building & Maintenance	2,305.95	2,550.00	90.43 %
Utilities			
Dump Fees	6.00		
Electric	2,232.68	2,000.00	111.63 %
Heating Fuel	2,986.95	3,300.00	90.51 %
Internet	1,259.92	1,468.00	85.83 %
Telephone	1,052.86	900.00	116.98 %
Water	800.00	800.00	100.00 %
Total Utilities	8,338.41	8,468.00	98.47 %
Total Occupancy	10,644.36	11,018.00	96.61 %
Office Expenses			
Admin Expense	3,740.45	2,500.00	149.62 %
Computer Maintenance		500.00	
Fundraising Expenses			
Annual Appeals Expense	911.76	500.00	182.35 %
Concert-Coffee House	333.50	250.00	133.40 %
Events	303.46	250.00	121.38 %

	TOTAL		
	ACTUAL	BUDGET	% OF BUDGET
Other Fundraising Expenses	612.93		
Total Fundraising Expenses	2,161.65	1,000.00	216.17 %
Total Office Expenses	5,902.10	4,000.00	147.55 %
Other Expenses			
ILS Fee	700.00		
Programs	1,244.31	1,800.00	69.13 %
Services-Programs			
Gallery Expenses	142.10	200.00	71.05 %
ILL Courier	679.62	648.00	104.88 %
ILL Courier Grant	690.14	636.00	108.51 %
Total ILL Courier	1,369.76	1,284.00	106.68 %
ILL Postage	471.65	250.00	188.66 %
Professional Development	55.00	400.00	13.75 %
Total Services-Programs	2,038.51	2,134.00	95.53 %
Total Other Expenses	3,282.82	4,634.00	70.84 %
Payroll			
Paytypes and Withholding			
Paytypes			
Assistant Librarian	6,441.23	9,474.00	67.99 %
Bookkeeper	2,137.72	3,002.00	71.21 %
Custodian	672.57	1,802.00	37.32 %
Librarian	31,579.19	36,404.00	86.75 %
Saturday Asst	2,725.37	1,909.00	142.76 %
Snow Removal	103.53	693.00	14.94 %
Wednesday Librarian	3,080.90	3,276.00	94.04 %
Total Paytypes	46,740.51	56,560.00	82.64 %
Withholding			
Federal	2,522.77		
Med	786.32		
SS	3,362.14		
State	818.94		
Total Withholding	7,490.17		
Total Paytypes and Withholding	54,230.68	56,560.00	95.88 %
Taxes-Library Share	4,387.03	4,912.00	89.31 %
Unemployment	1,228.81		
Total Payroll	59,846.52	61,472.00	97.36 %
Professional Fees			
Audit	75.00	75.00	100.00 %
Tax Prep	200.00	200.00	100.00 %
Total Professional Fees	275.00	275.00	100.00 %
Total Expenditures	\$110,465.29	\$93,106.00	118.64 %
	TOTAL		
	ACTUAL	BUDGET	% OF BUDGET
NET OPERATING REVENUE	\$2,842.32	\$0.00	0.00%
NET REVENUE	\$2,842.32	\$0.00	0.00%

Library Director's Report for 2024-2025

“A book, too, can be a star, a living fire to lighten the darkness, leading out into the expanding universe.” – Madeleine L’Engle

We say that the library is not just about books anymore. But an important part of our mission is to provide books and other materials for the community. In the past 12 months total circulation was over 8,100 items, which includes books, movies and magazines, games and puzzles from our collection, nearly 600 books loaned to us from other libraries and digital loans from Libby, Kanopy and Biblio+, a new streaming service introduced last September.

We are pleased to welcome Karen Gordon as our Story Time Librarian. Karen was Peacham’s Children’s Librarian from 1997 - 2000. She has boomeranged back to Peacham, after 20 years at the Iowa City Public Library. Karen will host Story Time each week and introduce the magic of books to our youngest patrons.

We offer weekly programs like Tai Chi, French Conversation, Meditation, and Coffee Hour thanks to faithful volunteers who organize and lead these programs. Aging Well in Peacham, Photographer’s Group and the Readers Delight book group meet monthly. For children we offer Story Time weekly (at the Farmer’s Market last summer!) and summer craft programs and movies, as well as visits to the library from classes at the elementary school.

Last year our Summer Series included movies filmed in Peacham and Michelle Pagan speaking on the “Painted Curtains of Vermont. Other library programs included “The Common Loon” with Eric Hanson (made possible by a donation from the NEK Audubon Society), Rail Trail Tales with Tim McKay, Sunday Sing-Along with Réne Simakaski, Migration and Western Songs concert with Sara Grey and Kieron Means, “Breath as Medicine” series with Kalanani Gallas, Introduction to Meditation with Bill Brauer, Winter Carnival harp concert with Bill Tobin, Puzzle Race, Bess O’Brien’s workshop “Writing for Flood Recovery”, John Mackenzie’s Piano Concert, Alan Greenleaf Birthday Tribute Concert with Jonathan Kaplan and Carol Hausner, a visit from children’s picture book author David Covell.

Our ever popular Winter Coffeehouse Series featured Jim Karns, Alive and Well (Tim Berry & Suzanne Derby), and Dana Robinson. The Gilmore Gallery hosted “Peacham Perspectives”, Jay Hessey’s Horse Pull photographs, Artists Group of Danville, quilts by Jennifer Barlow, watercolors by Meg Morrow Clayton, works by CCSU art students, and paintings by Dean Bornstein.

We provided program and meeting space to the Town Selectboard, Peacham Fire District #1, Development Review Board, Planning Commission, Peacham Community Housing, Peacham Congregational Church, Peacham Historical Association, Peacham Corner Guild, Peacham Emergency Relief Fund Committee, Harry Barnes Award Committee, Board of Abatement, Peacham Academy Alumni Association

Thanks to the grant we received last fiscal year from the Network of the National Library of Medicine, we have added new patron computers, including one dedicated to our catalog. Our website has had a major upgrade, thanks to that same grant and tmiller web design. The Vermont Public Library Foundation grant provided the funds to have custom built picture book bins built by local craftsman James Stauffer. Now our picture books are more accessible and inviting to the children they were written for.

As you read through this report, please keep in mind all the people who make all the programs and services possible. Every week our staff works 35 hours helping patrons find books, solve technical problems, sometimes finding their way! We also spend time cataloging and covering books, purchasing books, adding eBook and Audiobook titles to Libby, planning, advertising and hosting programs, and attending meetings. But beyond the paid hours of staff, over 800 hours of time were volunteered this past year and are a crucial factor in our success. The Board of Trustees meets every other month, but in the months between, they spend time in committee meetings and duties, assist with programs and are always advocating for the library in the community. Our Development Committee has a list of many volunteers who contribute to specific projects, like the Book Sale and our little booth at the Peacham Corner Guild, baking for events like the Holiday Tea and making pies for the Fall Fondo and are on call for occasions when we need their help.

We could not provide this level of service without your generous support. A huge thank you to everyone in the community who has supported us, whether it was by voting in favor of our town appropriation increase request, donating to our Annual Appeal, attending our programs, or borrowing books. We appreciate the Development Committee of the Trustees and all the hardworking volunteers who created and hosted fundraising events which raised almost one third of the revenue needed to operate the library in the past year. Thanks to all who supported the book sales on the 4th of July and last Fall Foliage Day, our Holiday Auction, and the Mac & Cheese Lunch at Winter Carnival.

The character of the Board changes every year as new members replace those whose terms have expired. Every year we have a different combination of skills, talents and passions. The one thing that unites every mix is the strong sense of community and love of the Library and our contribution to being one of the reasons Peacham is a great place to live.

Respectfully submitted,
Susan Smolinsky, Library Director

Election of Trustees, Officers and positions

2024-2025 Peacham Library Board of Trustees

President: Barbara Schoolcraft

Vice President: Ken Kraus

Secretary: Joanna Bodenwebber

Treasurer: Jean Dedam

Class of 2025: Jennifer Barlow, Melody Morrison, Nathan Colpitts

Class of 2026: Joanna Bodenweber, Jean Dedam, Gretchen Boswell

Class of 2027: Charlotte Mooney, Ken Kraus, Barbara Schoolcraft

2025-2026 Slate of Nominees

Board members are elected for three year terms, for a maximum of two terms.

Nominating Committee - Barbara Schoolcraft, Kalanani Gallas, Rose Dedam

Trustees nominated for a three year term: Nathan Colpits, Laura Tobin, Nancy Fowler

Officers nominated for a one year term: President: Barbara Schoolcraft;
Vice President: Ken Kraus; Secretary: Joanna Bodenweber; Treasurer: Jean Dedam

Auditor for one year term: Guy Lawrence

Before you leave this evening, please consider. . .

- Adopting a book or an author. . .
- Signing up for the newsletter via our website or at the circulation desk. . .
- Providing us with your email address so we can send you reminders of upcoming events
- Becoming a coffee hour host. . .
- Following us on Facebook. . .
- Enjoying the free Wi-Fi available 24/7
- Trying some of the library's online services for the first time. . .
- Browsing our book sale. . .
- Making a tax-deductible donation(in any amount) to the Peacham Library

Peacham Library is a 501(c)3 non-profit charitable organization. All contributions are tax deductible.

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