

**BROOKS MEMORIAL LIBRARY  
BOARD OF TRUSTEES MEETING**

**June 11**

Present: Trustees Jennifer Rowe, Howard Burrows, Jane Southworth, Connie Bresnahan, Sirkka Kauffman, Adam Franklin-Lyons, John Woodward, and Elizabeth Ruane. Also present were Library Director, Starr LaTronica; Youth Services Librarian, Lindsay Bellville; Recording Secretary, Jane Fletcher. Absent: Leo Schiff

**Call to Order:** Jenny called the meeting to order at 4:47pm.

**Agenda Changes or Additions:** None

**Public Comments:** None

**Minutes of April 9, 2019:** Under C. the matching funds would be from Board Projects, not endowment funds. Jane moved to accept the minutes as amended. Connie seconded. Passed.

**Committee Reports:**

**A. Friends of the Library:** Due to the Friends retreat, the next Friends meeting, which Howard was to attend, will be postponed to the July meeting. Adam attended the annual meeting; see the meeting minutes. The Friends are looking for two more board members.

**B. Building and Grounds Committee:** See minutes. The furniture for the teen room is moving forward. There may be grant opportunities. The committee will work with Finance/Asset Development by providing specifics for a grant request. The next meeting will be June 27.

**C. Finance/Asset Development Committee:**

**Motion:** Adam moved and Jane seconded to accept the proposed 2019-2020 Endowment draw budget as presented. Passed.

Committee chairs should provide specific projects to the finance committee so that grant opportunities can be pursued.

**D. Fine Arts Committee:** See minutes. The art on the main floor had to be taken down during the ceiling replacement project; the pieces were cleaned and rehung. Bill Myers has offered to train a maintenance crew to maintain the pieces. Board members asked that a file be created which includes Bill's credentials and references for the records.

**E. Planning Committee:** At the next meeting on June 27<sup>th</sup>, the progress matrix will be updated.

**F. Technology Committee:** See minutes. Survey has been closed with 149 responses. Survey responses and interview results will be incorporated into the website RFP.

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**G. Advocacy and liaison to national and regional library organizations:** see report. Howard had attended several meetings and conferences with more lined up for the summer. The board members ask that any member attending meetings, trainings, or conferences write a report sharing what they learned with the board.

**H. Department Reports:** see reports. Lindsay outlined the amazing assortment of youth and teen programs scheduled for the summer.

**Continuing Business:**

**Adoption of a six-month agenda for each standing committee and Board role:**

**Motion:** Howard moved to approve plan as presented. Connie seconded. Passed.

**Employee leave proposal:** Starr revised the proposal and submitted it to Town Manager, Peter Elwell, for presentation to the Union. Starr will follow up at the weekly staff meeting.

**New Business:**

**Discussion of Selectboard memo on Opioid Crisis:** Jane, Leo, and Starr will draft a letter from the Library Trustees to the Selectboard in support of the efforts to deal with the opioid crisis.

**Trustee training with Vermont Department of Libraries:** Lara will come, at a date to be determined, in August to provide training for Trustees. There will be no August Trustees meeting.

**Adjourn:** At 6:30pm Beth moved and Jane seconded that the meeting adjourn.

Jane Fletcher, Recording Secretary  
Connie Bresnahan, Board Secretary