

**BROOKS MEMORIAL LIBRARY  
BOARD OF TRUSTEES MEETING**

**January 12, 2016**

Present: The following Trustees were present: Pam Becker, Jerry Goldberg, Debra Loevy-Reyes, Howard Burrows, Jane Southworth, Susan Troy, Jennifer Lann, and Adam Franklin-Lyons. Also present were Interim Library Director, Jerry Carbone; Youth Services Librarian, Lindsay Bellville; Friends Liaison, Mary Ide ; Recording Secretary, Jane Fletcher. Absent: Robert Stack.

**1. Call to Order:**

Pam called the meeting to order at 4:10.

**1A. Agenda Changes or Additions:** 3F agenda heading still incorrect should be VLA/ALA.

**1B. Public Comments:** none

**2. Minutes of December 8, 2015:**

Upon motion made by Jane and seconded by Jerry G, the minutes were accepted.

**3. Committee Reports:**

**A. Asset Development Committee:**

See the Treasurer's Report and Fund analysis documents. There will be a slide presentation of the reports at the February Trustee's meeting.

The Annual appeal has not done as well as last year. Currently \$8000 received. There was lengthy discussion on ways to increase the return on the appeal next year including cultivating large donors, publically thanking donors, tours of the new space and including the names of donors in a flyer available at library events.

A motion was made by Adam and seconded by Deb to remove Jerry Carbone's name as signatory on the checking account and to add Starr LaTronica's name as a signatory – unanimously passed.

Adam moved to continue with Prentiss Smith and Company as investment manager at a fee of .05%. Jerry Goldberg seconded the motion which passed with Howard recusing himself.

**B. Friends of the Library:**

Mary passed out copies of the Friends newsletter and reported the following:

- Amir Flesher and Wendy Collins are new Friends board members.
- The Friends have a new website [www.friendsofbrookslibraryvt.org](http://www.friendsofbrookslibraryvt.org).
- Ongoing sale of books not included in the two annual sales has been relocated to the space formerly occupied by the photocopier. This sale makes about \$1000 annually.

**C. Fine Arts Committee:**

There was no meeting held in December. The next meeting is scheduled for 4:30pm on January 21, 2016 at which meeting Starr will be present.

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There has been an issue with the library's policy regarding photographing items in the

Fine Arts collection. A photographer from the Brattleboro Reformer refused to sign the agreement. There was lengthy discussion on amending the policy but it was decided that Jerry C will discuss an alternative possibility, in the form a verbal agreement with an email confirmation, with publisher instead. No action taken.

**D. Planning Committee:**

There was no meeting held in December. Next meeting is February 4, 2016 at 4:30pm.

**E. Technology Committee:**

See the minutes of the December 17, 2015 and January 12, 2016 meetings.

Motion to approve spending up to \$700 from the Wojtowitz fund for IrisLines web design to upgrade Teen webpage was made by Jenn, seconded by Jane and unanimously passed.

**F. VLA/ALA:**

Howard, VLA/ALA Liaison, reported on the midwinter ALA meeting in Boston, January 8-12, 2016. A written report of the meeting will be forthcoming.

**4. Unfinished Business:**

**A. Budget:**

The budget presentation before the Selectboard went smoothly. There were no concerns or questions raised.

**B. Library Director Transition:**

Starr LaTronica starts on January 19<sup>th</sup>. Meetings and intros already being scheduled. Her email address will be [starr@brookslibraryvt.org](mailto:starr@brookslibraryvt.org) and the direct phone number to her office is 251-8195.

**C. Trustee Recruitment:**

Jerry Goldberg has tendered his resignation as a board member effective when the replacement recruitment process is complete. A press release was sent out on January 4, 2016 asking interested candidates to reply by January 30, 2016. The board will review the names and nominate a replacement to be appointed by the Selectboard at Representative Town Meeting in March. The nominating committee consists of Jerry G, Susan, Howard, and Pam. One application has been received so far.

**5. New Business:**

**A. Annual Financial Report to Town Meeting FY 2015:**

See attached report.

**B. Annual Town Report 2015:**

The draft of the report to be included in the Annual Town Report was briefly reviewed.

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**6. Other:**

**A. Department Reports: Library Director; Reference Librarian's Reports;  
Library Youth Services Report; Library Statistics:**

See attached reports.

**B. Gifts, Donations, Grants Received:**

Nothing to report

**7. Adjourn:**

Motion to adjourn made by Jerry G and seconded by Jane at 6:03pm.

Jane Fletcher, Recording Secretary  
Jennifer Lann, Board Secretary

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