

**Brooks Memorial Library
Fine Arts Committee Meeting
October 7, 2015, 8:30 a.m.**

Present: Pam Becker, Judith Bellamy, Howard Burrows, Christine deVallet, Helene Henry; Staff: Jerry Carbone.
Absent: Prudence Baird, Tracey Devlin

1. **Call to order:** Howard called the meeting to order at 8:38 a.m.
2. **Changes to the agenda:** Jerry added an item to “Other Business” (see below).
3. **Public comment:** None
4. **Minutes of September 2:** Unanimously approved.

5. Current Projects

Upcoming exhibits (Christine): MAIN FLOOR, MEZZANINE WALLS •*October:* Toni Ortner. •*November:* Brattleboro Camera Club (Bill Dixon to confirm). Dixon suggested the Camera Club paint the Meeting Room walls with magnetic paint to easily hang photographs. Some discussion followed; more information is needed, but it could be considered as part of the upcoming renovation. 2ND-FLOOR ENTRYWAY CASE •*October/November:* Brattleboro Mineralogy Club. CHILDREN’S BOOK ILLUSTRATORS CASES •*October:* Judith Oxner; •*November/December:* John Gurney. Further discussion of a possible Friends fundraiser with Gurney drawing caricatures of kids. Jerry to ask children’s librarians Lindsay and Paige for ideas, coordinate with Friends’ president Mary Ide, and ask Gurney for his available dates, especially during the holidays.

Relocation schedule (Jerry): All is in place to move forward with relocation plans for Fine Arts (“FA”) storage. Preparatory work by the FA committee should begin now by transferring the Loud Collection books from the staff lounge to the former genealogy room. An intern/volunteer can be engaged to dust the books and apply security stickers, using the locked local history room for the work. Christine will check with Therese for a volunteer. An outside cataloguer will have to be contracted to catalog the Loud books.

New Director progress (Jerry): Four final candidates will visit and be interviewed within two weeks with, hopefully, a decision made by the end of the month.

Quick policy review: Howard initiated discussion about adding specific detail to further define the FA Statement of Purpose, Acquisitions, and Deaccessioning policies. Committee members felt these policies sufficiently outline the collection while allowing appropriate flexibility, given space and other constraints.

FA storage relocation: Because of her previous experience, Christine will develop and lead the complex effort to inventory the FA collection (FAC) prior to its move to the mezzanine. Committee members and possibly interns will assist her. Christine, Helene, and Judith can do condition reporting. Pam urged installing a locking door on the room where the FAC will be housed. Howard suggested that when “abandoned property” presently located in the FAC is identified, a single announcement containing photos of all such items be posted for the required six months to allow the public to make claims, instead of posting items individually.

Community liaisons/promotion efforts: Howard suggested tagging all FAC items in the catalog so that researchers could easily locate items related to their interests. Jerry noted the “public lists” feature on the library’s website, which tags items by category at Brooks and within the Catamount Library Network.

6. New Business

October 29 Trustees Event: An open house/reception, “The Library Looks to the Future,” will be held Thursday, October 29. Floor plans for the renovation will be displayed; individual trustees will speak briefly about plans for the library’s future, including uses of the Read bequest. Invitations will go to 2014 annual appeal donors, and the 2015 annual appeal will be introduced. Helene suggested speaking about philanthropy historically in town, connecting George Brooks, the library, and both the original and the new Brooks House.

7. Other

Jerry mentioned a new resource underwritten by the Friends: “ArtistWorks,” streaming online music and art lessons. He said bookmarks will be made listing the 140 classes available to patrons with a library card.

8. **Adjournment:** Howard adjourned the meeting at 9:42 a.m.

NEXT MEETING: November 4, 2015