

BROOKS MEMORIAL LIBRARY
BOARD OF TRUSTEES MEETING

January 15, 2020

Trustees Present: Jennifer Rowe, Connie Bresnahan, Howard Burrows, Leo Schiff, Sirkka Kauffman, Adam Franklin-Lyons, Jane Southworth, Elizabeth Ruane and John Woodward

Also Present: Starr Latronica (Library Director), Jeanne Walsh (Reference Librarian), Hollis Carlisle (Recording Secretary)

Call to Order: Jenny called the meeting to order at 4:50 pm.

Agenda Changes or Additions: None

Public Comments: None

Minutes of December 17, 2019 meeting: Leo moved to accept the minutes; seconded by John. Passed

Committee Reports

Friends of the Library: The board has been depleted by several resignations, including that of their newspaper editor. The annual appeal has been well received. A bus trip to Louisa May Alcott's home is under consideration as an income raising event. Some Friends budget line items have been moved to the Library's budget in an effort to have these duties appropriately applied.

Buildings and Grounds: No meeting was held. The next meeting will be February 6 at 8:30am.

Finance/Asset Development: Adam reported that the first quarter numbers have been amended to account for a movement of cash by the Library's investment firm (PSI).

Fine Arts: No meeting was held.

Planning: No meeting was held.

Technology: The contract with the website vendor (MRW) is undergoing some changes recommended by the town's attorney. Blitz week will occur the last week in February

Advocacy and Liaison to national/regional library organizations: Howard updated the Board on his activities.

Department Reports

Jeanne reviewed the Foundation Database (which has recently merged with GuideStar). Some discussion re: Kanopy where patrons will experience a reduction to four (4) movies a month. Starr will be attending the ALA midwinter conference in Philadelphia. There was discussion re: a programming policy. Starr will research.

Continuing Business

Pay for part time employees: Pending changes, awaiting Selectboard approval, applauded by the board.

Community engagement and outreach: Howard will chair a committee to arrange visits to neighboring libraries. Leo, Jane and John are interested in participating.

Revision of Library Behavior Code: The second reading of the code was approved.

Board Positions: Jenny has forwarded, to each board member, a list of their current assignments, asking of their continuing interest. She also asks that each committee delineate their past six-month accomplishments and their future six month goals.

Trustee Recruitment: Adam, Howard, Leo and Jenny reaffirmed their interest in serving on the nominating committee. The job posting will be added to Brattleboro's Front Porch Forum.

New Business

Staff Development Event Starr requested permission to close the Library for a morning to offer professional development to both reward and refresh employees. The program will be developed in conjunction with staff. Jenny verbalized a general expression of approval which was seconded by Jane. Starr will proceed with collecting information to organize the event.

Adjourn: at 6:25 Jane moved and Sirkka seconded that the meeting adjourn.

Hollis Carlisle, Recording Secretary

Connie Bresnahan, Board Secretary