

# Brooks Memorial Library

## Finance Committee

Monday December 12, 2022 4:45 PM (EST)

<https://us02web.zoom.us/j/85923596854?pwd=N25tYUZFvakZ2VDc2NkFCc1hlaHlFZz09>

### MINUTES

1) Call to Order 4:45

*In attendance: Sirkka, Jenny, John, Starr, Ann*

2) Agenda/Changes or additions

*Longevity Bonus discussion added by Starr*

3) Approval of Minutes of November 7, 2022 ([link](#))

4) Public Comment

*None*

5) Continuing Business

- Loud fund and collection

*Group reviewed Schlegel's replies to questions about their recommendations.*

*Next step is to contract Schlegel begin formal appraisal. Schlegel appears comfortable with a not to exceed limit of \$3k for this work, which felt reasonable to the committee. Presently, there is around \$5k in the fine arts budget and more than 9k in the loud fund.*

*What to do about the low value items recommended for transfer to BHS remains an open question. It is a near certainty that neither BHS nor another potential recipient will have the capacity to hold any items. John will ask Schlegel if these items can be bundled with the higher value expected to be auctioned and whether Schlegel thinks they will need to be appraised.*

*Jenny raised question about transfer collection items to town to be placed among different municipal facilities (school, etc)*

*Group began discussing how Fine arts policy will need to be revised before the board can formally authorize the sale of collection items (relevant sections to be amended appended to these minutes). It is possible that multiple readings of a proposed policy revision are not required as pre-condition of board vote/adoption, as previously assumed. Starr will ask town whether this may be a municipal requirement. It does not appear to be a requirement of BMH's own bylaws.*

*Reminder that JRW will contact Atheneum. Starr will contact Mara.*

- Brooks Building Fund

*Wheelock has signed documents authorizing transfer. New Schwab account nearly set up. Present value is >126k.*

- Annual appeal

6) New business

- Treasurer succession

*Jenny and John agreed that to treat 2023—the last year that Jenny will serve on the board—as an onboarding term for John to take over full Treasurer responsibilities.*

7) Longevity Bonuses (added)

*Starr debriefed group about a disagreement with town HR department regarding how longevity bonuses for non-union part-timers have been funded in the past. This will have implications for how part-timer bonuses will be funded this year and will be discussed at the upcoming board meeting.*

8) Adjourn 6:00

## **Sections of the Fine Arts Policy that may need Amending**

### BR 9-7 FINE ARTS COLLECTION: STATEMENT OF PURPOSE, DESCRIPTION

The purpose of the Fine Arts Collection of Brooks Memorial Library is to collect, preserve, describe, exhibit, and make accessible to the public objects in the collection for research, enjoyment, and education. The Fine Arts (“FA”) Collection is an intrinsic part of Brooks Memorial Library and a valuable artistic and cultural resource for the community. As such, it shall be cared for in a responsible manner.

The FA Collection consists of more than 300 paintings, drawings, sculptures, decorative arts objects, documents, historical artifacts, rare books, and photographs, most dating from the nineteenth century. These objects have come unsolicited to the library over the last 100-plus years as gifts or bequests. Objects that best illustrate the primary focus of the collection are those that have cultural importance to Brattleboro, Windham County, and the State of Vermont.

Of secondary but significant interest are objects of distinct artistic merit but without a local connection.

Limitations of space for display and storage and of funds for care and conservation suggest a cautious approach to acceptance of further acquisitions. From time to time, consideration will be given to parting with articles of lesser quality or minimal local significance, thus releasing space, time, and funds to benefit the collection as a whole. Subject to these qualifications, the library will maintain the collection according to generally accepted professional collections management policy and will ensure that, within the confines of a library setting, the collection is made available for the enjoyment and education of the community.

## BR 9-11 FINE ARTS COLLECTION: DEACCESSIONING

Reasons for deaccessioning include lack of relevance to the collection's focus as described in the Statement of Purpose; minimal artistic or historic value; the library's inability to provide adequate care; urgent need for conservation at a price beyond the value to the collection of the object concerned; poor condition to an incurable degree; duplication; and the probability that the object may be better displayed and/or cared for by another institution. Deaccessioning according to these principles will allow the collection to better represent those goals defined in the Statement of Purpose. In addition, limited resources of time, space, and money will be freed for the benefit of the collection as a whole.

The decision to deaccession should be made first by the FA Committee in consultation with the Director (or designee) and, if it seems advisable, with the advice of an outside expert. The decision should then be voted on by the trustees. Before an object is deaccessioned, any legal barriers to doing so should be examined, such as the Vermont statutes governing abandoned property in museums and libraries (27 VSA 1151–58). A reasonable attempt will be made to notify any living relatives of the donor.

Acceptable methods of disposal will include by sale or gift to a suitable institution or by sale at public auction. Trustees, staff, and committee members are not eligible to purchase at public auction. Private sales to individuals will not be considered. All net proceeds resulting from deaccessioning shall be deposited in a fund supporting the FA collection.