

BROOKS MEMORIAL LIBRARY
Board of Trustees Regular Meeting
Tuesday, June 13, 2023

Minutes

Present: Kate O'Connor, Ann Varilly, Jenny Rowe, Leo Schiff, Karen Tyler, Starr LaTronica, Lindsay Bellville, Joyce Sullivan. Absent: Nikki Holland, John Woodward, Sirkka Kauffman

Ann called the meeting to order at 4:46pm

Additions to the minutes: None

Changes to the minutes: Correction made to Laura Paris name spelling.

Committee Updates and Department Reports:

Friends of the Library:

Starr attended the last meeting. Novels and Nosh was a success raising \$900.00 BML has been named for donations in the memory of a past patron. Current donations collected is \$800-\$900, this is to be spent on popular titles.

Finance Committee:

Jenny presented this year's budget. This year's allocations are lower than last year. Past year's surplus is expected to cover the difference. Notable changes are Downloadable materials is a new line item of 10K, there is no longer a need for a Fine Arts allocation, Outreach has increased.

Leo Schiff moved to accept the budget

Kate O'Connor seconded it.

All in favor to pass the budget as is.

Windham County Historical Society has accepted a number of items from the Arts Collection.

Public announcement to be released this week. Decision to post notice in both the Commons and the Reformer was made.

Ann made a motion to accept the notice as is.

Leo seconded it.

All in favor...motion approved.

Technology Report: No report

Buildings and Ground Committee:

Waiting for more information from Alec Goldschmidt before the board can go to the town and/or apply for grants.

Advocacy and Liaison to Library Organizations: No report**Strategic Planning:**

Starr has begun to work with the staff on the Strategic Plan. Trustees are also responsible for implementing the strategic plan. Starr presented the Strategic Plan at the recent town retreat.

Department Updates:

Lindsey presented the Summer Reading Program; Thursdays storytime at the Retreat Farm, Tuesdays at the Common with Robyn.

Summer Food Program to continue.

Leo requested a circulation report for next month's board meeting.

Continuing Business:

Social work assistance at the library: Starr requested from the town a social worker position. Awaiting to hear from what funding may be coming from the state. Embedded social worker in the BPD has been hired.

Committee Assignments:

Finance Committee: John Woodward, Chair, Jenny Rowe, Sirkka Kaufman, Ann Vailly.

Building and Grounds Committee: Karen Tyler, Chair, Joyce Sullivan, 3 members from the community.

Strategic Planning Committee: Ann Vailly, Chair, Kate O'Connor, Leo Schiff. Technology

Committee: Leo Schiff, Chair, John Woodward, Nikki Holland. Nominating Committee:

Leo Schiff, Chair, Joyce Sullivan, Jenny Rowe.

Marketing Team and Plan: To be discussed next month.**Statistical Comparisons of BML to other VT libraries:**

Lindsey presented data comparing BML to other VT libraries. Within this data were indicators of what the staff is doing, the circulation, the number of visits by patrons to the library and the division of full time and part time staff.

BML is 3rd in the state for circulation.

BML is 8th in the state for population.
BML has a greater number of visits.
Other libraries have more full time staff.

Some discussion around a self check out to lower the demand at the circulation desk.
Noted here was there was no replacement for the personal interaction the staff engages in with patrons, which is for many patrons the purpose of their visit.

Discussion around equity and labor practices. BML will plan to continue to work with staff to look more deeply into this data, the labor extended at the library and how it translates into salaries.

Meeting Adjourned at 6:38pm.

Minutes submitted by Joyce Sullivan.