

BROOKS MEMORIAL LIBRARY
Board of Trustees Regular Meeting
Tuesday, May 10, 2022 4:45 PM

Minutes

Present: Sirkka Kauffman, Starr Latronica, Karen Tyler, Jeanne Walsh (information services librarian), Lindsay Bellville (youth services librarian), Jennifer Rowe, Howard Burrows, Leo Schiff, Joyce Sullivan, John Woodward, Kate O'Connor, Ann Varilly.

Call to Order / **4:52 PM** Leo

Agenda/Changes or additions: none

Public Comments: none

Minutes of April 12, 2022: Ann moved to approve; Karen seconded. All in favor.

COMMITTEE UPDATES/ DEPARTMENT REPORTS

A. Friends of the Library- Kate update

- Joyce Marcel, president of the Friends is stepping down as president and also leaving the Friends after many years. There was no decision on the next president.
- Some of the antique/special books have been sold, but not much revenue was realized from them.
- The next meeting on May 18th will be their annual meeting.

B. Finance/Asset Development Committee—John Woodward, Chair

- Members of the committee have met with one potential candidate to appraise the Loud collection, Merrill Auctioneers who would charge \$1 to \$2,000; and will meet with another next week. Billy Myers also has some leads and would prefer we not use auctioneers and is willing to meet with a subset of Trustees. In response to a question of our goals for this project, Jenny responded that they include getting proper homes for some items that we cannot exhibit; better storage; free up some space; insure valuable items; and possibly deaccession items that we cannot display. She also noted that if we do sell items from that collection, we cannot use those funds for operations.
- Starr noted that when Marlboro College closed, they gave us some first edition Kipling volumes, which could be sold. Ken Gloss of the Brattle Book Shop will come and inspect them on May 24th.

C. Technology Committee

- No report.

D. Buildings and Grounds—Sirkka Kauffman, Chair

- The committee continues to look at options for signage, and has also invited a landscaper to the next meeting to look at the “path of desire” in the back.

- Starr noted that the new furniture has arrived. Tool shed has also arrived and is in place, and she will give a tour after the meeting to those interested.

E. Advocacy and liaison to library organizations—Howard Burrows

- Howard reminded trustees of opportunities to join the ALA, NELA and/or VLA, and circulated a document with various training options.

F. Strategic Planning Committee

- Ann reported that the survey is out electronically, and Starr noted that there are small cards in the library with the link encouraging patrons to respond.
- No date will be set for a public forum until after survey results come in. The retreat with trustees and staff is tentatively scheduled for the morning of June 9th, but will be discussed at the next meeting.

G. Department Reports: Director; Youth Services; Reference

Youth Services

Lindsay noted that they are gearing up for the summer reading program and more in-person programming. Teen events are growing. We are waiting to hear whether the summer lunch program will be on site or takeout as during the pandemic.

Reference and Technical Services

Jeanne noted that it has been very busy and everyone has been working circulation. Pronunciator is getting much use. Many Afghan community members are coming in. Matt is busy with Aspen, the new catalog interface, and Leslie has been teaching cataloging techniques to consortium members.

CONTINUING BUSINESS

Update on phased reopening and volunteer re-entry, including mask requirement

Starr: We are fully staffed now, and back to the regular schedule, including later weeknights. There was a safety training last week. A patron who caused an incident back in November has asked to return, but Starr wants to make sure staff feels safe before allowing that.

Tool Library update

Leo is on the working group of community members for this project, and noted that the shed is in place and stained; we have bought a variety of tools that are being catalogued. We are planning a grand opening on the first Saturday in June, and hope to have it open 8-10 hours a week. Starr reported that we are eligible for a second round of ARPA funding of about \$6,000 with which we plan to buy 2 food dehydrators; 2 Meeting Owl cameras; circulating copies of some Welcome Library items; and items to expand both the Large Print collection and our LBGTQ fiction collection.

Committee charges

Strategic Planning voted and approved theirs. Building & Grounds will review theirs for potential updates at their next meeting.

E-bikes

The reservation process is open as part of our catalog. There was a suggestion to send out a fund-raising letter to those who used the bikes last year, which should come from us rather than the Friends, since it is for a specific purpose.

NEW BUSINESS

- Gift for President of the Friends of the Library
Starr suggested, and trustees agreed for her to obtain a tile from Carol Keiser and a gift certificate to Panda North, Joyce's favorite restaurant.

6:00 pm. Leo adjourned. Starr opened the Tool shed in the back parking lot for a tour.