

BROOKS MEMORIAL LIBRARY
Board of Trustees Regular Meeting
Tuesday, July 11, 2023

Minutes

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

Ann called the meeting to order at 4:50pm

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:

Ann attended the last meeting. Garden Party fundraiser discussed, some concern if it will happen as gardens may not be in bloom, though no decision made. Tentative date 8/6.

Preparations underway for annual book sale.

Ice Cream fundraiser 9/1 at the commons.

Brainstorming around how to increase visibility of BML.

Finance Committee:

Notices for Art Items not sold have been posted. A list of items to be donated to the VT Historical Society and Middlebury College was circulated.

Board approved the list of items to be donated to Middlebury College and VT Historical Society.

Jenny reported on the Library Endowment Report, showing an overall return of 8.52%.

Review of the budget and actual figures at the end of fiscal year.

Note made that currently the Buildings and Grounds Committee has 38K.

Technology Report: No report

Buildings and Ground Committee:

No report-no meeting in June.

Advocacy and Liaison to Library Organizations: No report. Agreement made that this will become part of the Departments Report.

Strategic Planning:

Ann reported that the BML brochure is on target and will be completed for the next board meeting. A letter will be added to the brochure for presentation to Town during the budget time, in the hopes to impact the fiscal 2025 budget.

Marketing plans were discussed to increase the awareness of the value of BML.

Department Updates:

Starr reported she is making a checklist with Seth for the quarterly meeting 7/14/2023 with the town manager.

Board commended Jean for collecting information of usage and calling attention to the public services provided by BML and collaboration with outside service providers.

Discussion focused on the ongoing challenges of scheduling time for this to continue regularly.

Continuing Business:

Social work assistance at the library:

Special selectboard meeting for the community safety committee.

Once a direction has been taken of this committee it is important that BML has a voice in the process of this direction.

Committee assignments will remain as decided in the last meeting.

Nominating Committee has been reassigned to AD HOC meeting on an as needed basis.

New Business:

Amend the Town Charter for Board Terms to state, “not to exceed 9 consecutive years.”

Amend BML by-laws to revise board terms, and plan to continue to explore revisions.

Starr requested BML to open after the town picnic, on 8/11, and have an hour free for a staff meeting, in which all staff will be paid. Also, closing BML for a day in the fall for staff development.

Lastly, a gift card or payment to Laura Paris for her work on the fine arts project.

Meeting adjourned at 6:36 pm

Minutes submitted by,
Joyce Sullivan