

BROOKS MEMORIAL LIBRARY
Board of Trustees Regular Meeting
Tuesday, January 9, 2024

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

*Ann called the meeting to order at 4:47pm

*Additions to the Agenda: None

Changes to the Minutes: Technology Committee's update

Promotion of Library at Latchis Theatre

Leo Schiff moved to accept minutes, Karen Tyler seconded it.

No public present

Committee Updates and Department Reports:

Friends of the Library:

*No meeting in December 2023

*Book Sale raised \$5K

*Annual Appeal raised 10K

Finance/Asset Committee: John Woodward

*Draft Report for Town Meeting is complete.

*Laud Fund- 20% of items remain unclaimed.

*\$19K presently made, remaining items must legally wait until end of February to be given to private auction (Bellows Falls)

*Next step to physically transport items to VT and Windham Historical Societies.

*Discussion around endowment vs. town funds- John will meet with town regarding this.

*Discussion for 2024-2025 allocations to be held off until the next board meeting.

Technology Committee: Leo Schiff

Three major concerns:

1. BML's impending need to change the internal internet system. Matt W. is doing some research into this.
2. Technology Needs Assessment for staff input

3. Community Partners: BML needs more technology services for patrons than Matt is capable of providing. We will explore the use of volunteers for targeted focus of content of support. In the newsletter, BML can list the scheduled times and content.

Connect with VT Adult Learning for computer literacy workshops.

Building and Grounds Committee: Karen Tyler

No meeting this month.

*Book Drop delayed due to materials not being ordered.

*Next meeting will be this month, 01/19/2023

Strategic Planning Committee: Ann Varilly

No meeting this month.

Nominating Committee: Ann Varilly

*Three candidates to be interviewed 01/13/2024

*The committee makes a decision and gives the names to the town.

Department Reports:

Reference: Jean Walsh

*Statistical information shared to trustees, shows the increase of use of and services at BML. .

* An increase for language materials for non-English speakers

Director's Report:

* Request was made for BML to \$240/quarter for promotion at the Latchis Theatre.

Karen Tyler made a motion to pay for the advertisement at the Latchis Theatre for this quarter, and to be paid from "Board Approved Projects". Leo seconded this, and the board all agreed.

* Gift from Ben and Jerry's for staff for "fun".

*Starr making effort for more interdepartmental collaborative events, such as securing 500 "eclipse glasses" for solar eclipse in April 2024

*National Library Week Committee to be formed. Possibly a display in the Chamber of Commerce Window.

*The ongoing need for a paid position for Program and Outreach. Starr will make a request for this at the Town Meeting, highlighting the theme of bringing people together to combat the epidemic of isolation.

Continuing Business:

*Mary is doing well in her role as a part time Social Worker embedded in BML.

*There was an increased number of unhoused patrons this week.

Staff Appreciation: The frontline staff really worked hard in the last month, filling in shifts, as BML was down 2 staff members. Two new staff members have just come on board.

Note: Kate O'Connor left the meeting at 6pm

Meeting adjourned at 6:27

Respectfully submitted by,
Joyce Sullivan