

BROOKS MEMORIAL LIBRARY
Board of Trustees Regular Meeting
Tuesday, May 14, 2024

Present: Margaret Atkinson, Sirkka Kauffman, Ann Varilly, John Woodward, Starr LaTronica, Nikki Holland, Leo Schiff, Matthew Wojcik, Joyce Sullivan, Kate O'Connor
Absent: Karen Tyler

*Ann called the meeting to order at 4:45pm

*Additions/Changes to the Agenda: Starr to add in Director's Report.

*Changes to last month's minutes: Strike Jenny Rowe from being present and to include Margaret Atkinson.

Public Present: Howard Burrows (former BML trustee), Karen Duggan (Friends of BML)

Public Comment: Howard requested funding and support to create an event to honor the staff of BML as recipients of the "Unsung Hero Award". His ideas for such an event included closing the library 2 hours early, a musician, public figures to speak and a plaque.

Karen Duggan stated the Friends were not able to help in any planning given the upcoming events they are hosting, but could perhaps give some funds towards the event.

After much discussion and querying an alternative idea was made that was more in line with not requiring staff to attend an event, take time off, or lose paid hours.

Committee Updates and Department Reports:

A. Friends of the Library: Margaret Atkinson

- The most current balance of FOL is \$86,000.00
- Upcoming events:
 - Brooks in Bloom–May 18th
 - Garden Party–end of June
 - Annual Meeting of FOL–May 15th

B. Finance/Asset Committee: John Woodward

John made a motion for BML to approve the allocations of budget line

Items as shown.

Margaret Atkinson seconded.

All in favor

C. Technology Committee: Leo Schiff

No update

D. Building and Grounds Committee: Karen Tyler

No update

E. Strategic Planning Committee: Ann Varilly

- Sampled an assessment tool for the strategic plan, and will continue to work with this tool.
- Open house planned for some time in September
- Discussed marketing ideas and collaboration with the Building and Grounds Committee for signage.

F. Department Reports: Matt Wojcik, Starr LaTronica

- Re-do of BML's network is still in process. Library will need to close for transition to the new network equipment. Matt is confident that the completion of this project will be by the end of May earliest, or at least the end of June.
- Information meeting with StoryCorps and community partners. StoryCorps will be in Brattleboro from July 5th-August 2nd.

Continuing Business:

- Behavioral issues continue with some patrons.
- From this day forward, Starr would like to be referred to as, "Ms Spectacles".
- Ann Varilly motioned to transfer Art items to the Brattleboro Historical Society and the Historical Society of Windham County.
Leo Schiff seconded the motion.
All in favor

Executive Session: 5:58 pm-6:15 pm

The Board affirmed to grant bonuses of:
 \$300.00 Each to Lindsay Bellville and Marybeth Fleming for performing extra tasks to compensate for the vacancy of a Technical Services librarian.
 \$500 each to Jennifer Robb and Anna Monders for learning skills and performing work above their classification to maintain collection during the vacancy of a Technical Services librarian.

Upcoming Selectboard Retreat:

All departments were asked to submit items for the upcoming year.

For BML: Building and Grounds project

- Training
- Pay equity for P.T. staff
- Increase in P.T. staff
- Safety and security for the staff

Meeting adjourned at 6:21pm

Respectfully Submitted,
 Joyce Sullivan