

BROOKS MEMORIAL LIBRARY
Board of Trustees Regular Meeting
Tuesday, February 11, 2025

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

* Ann called the meeting to order at 4:48pm

*Additions/Changes to the Agenda: Starr made an addition to the Continuing Business

*Changes to last month's minutes: Accepted as written

*No public present

Committee Updates and Department Reports:

A. Friends of the Library: Ann Varilly

- Sum of Annual Book Sale, Annual Appeal Letter and Raffles was more than \$18,000.
- The Friends' website is now being managed by a new member of the Friends.

B. Finance/ Asset Committee: Sirkka Kauffman

- Annual financial report was reported to the Town
- The Fine Arts Policy is in process of being drafted, the committee will bring it to the Trustees upon completion.

C. Technology Committee: Leo Schiff

- No Update

D. Building and Grounds Committee: Karen Tyler

- ARPa grant is currently precarious, as it is uncertain of whether or not it will be affected by the new federal administration. It is certain that to move ahead a Project Manager will be hired. An estimated salary of \$50-70K may be needed, and a request that the Finance Committee review the possible impact on BML's budget.

E. Strategic Planning Committee: Ann Varilly

- Committee decided to extend the existing Strategic Plan until 2027.
- Requests that any recommendation to the Plan will be considered and additions and changes can be made.
- A name for the Buildings and Grounds Project has been adopted..."Expand Access for All: Inside and Out", EAA:IO
- Conflict of Interest Policy distributed for signatures by the Trustees.
- BML's By-Laws will be updated over the next few months.

F. Department Reports: Kodrin Guerrero

- Collections of Graphic Novels is being reviewed

Continuing Business: Starr Latronica

- Kodrin Guerrero was recognized for how very helpful he was with recent difficult episodes.
- The Nominating Committee interviewed 7 candidates, and offered the on year position to Jenny Rowe.
- Upon the advice of the Town Attorney, BML will distribute sleeping bags to patrons upon request, when available.

New Business:

- Collection Development Policy is under revision with the guidance from the State Library along with a procedural form to file a complaint regarding present collection/material for any VT citizen.
- Upcoming review of the Behavior Policy
- Brattle Words Trail will be managed by the Friends of the Library and Sunrise Rotary. They will hold 10K in escrow for maintenance. The Director of The Words Project will be invited to next month's Trustees meeting.

Meeting adjourned at 5:53 pm

Respectfully Submitted,
Joyce Sullivan