

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

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

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

*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:

- No Update

B. Finance/ Asset Committee: Sirkka Kauffman

- Sirkka will be stepping down as chair of this committee in April.
- The committee has earmarked 50K for the EAA:IO project manager through 6/30/2026. These funds will come from the BML building fund, Project's funds, and the buffer account of 10K. As the project continues, and more funding is needed, it will be reviewed upon need.
- Discussion regarding the funds from the Fine Arts Auction to possibly fund the Kanopy programming.

C. Technology Committee: Leo Schiff

- Upgrade of the public's computers is underway.
- Programming for the public and their technology needs is being evaluated
- The possibility of a twice/month topic driven support group is being considered.

D. Building and Grounds Committee: Karen Tyler

- The status of the grant remains uncertain.
- RFP for the roofing project was put out.
- Solar on the top of roof has been approved by the Selectboard and will be completed after the ARPA grant project

E. Strategic Planning Committee: Ann Varilly

- No Update

F. Department Reports: Amanda Whiting

- Amanda has created a database since 2011 for the use of Museum passes. Passes can now be accessed on the webpage along with the capacity to cancel one's use of a pass.

- Most popular museums attended are Mass MOCA and The Butterfly Museum.
- Senior staff are being asked to appropriate the tasks they conduct to support budget requests.
- Special program on March 19th “Belong or Die”
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Continuing Business: Starr Latronica

- The Elder patrons are causing concern amongst the staff. BML will seek legal advice regarding reporting Elder concerns/welfare.
- Behavior Policy and consequences are in progress of being defined and written.

New Business:

- Approval given to close BML early on April 10th for all staff meeting. Trustees are welcome to join.
- Chamber of Commerce window for National Library week, April 6th-April 12th.
- Leo motioned to budget \$500.00 to provide food for the whole staff at the staff meeting. Joyce Sullivan seconded the motion...all in favor. Joyce will make arrangements for cake too!!

Meeting adjourned at 6:19 pm

Respectfully Submitted,
Joyce Sullivan