

## **Brooks Trustee Meeting 7-8-25**

Present: Jenny Rowe, Sirkka Kauffman, Leo Schiff, Ann Varilly, Karen Tyler, Margaret Atkinson, Kody Guerrero, Starr LaTronica

Call to order 4:49

Public Comments: None

Minutes of June 10, 2025: correct spelling of Bob Ferrante's name: minutes approved

Friends of Library: Pool passes approved for this summer, Friends did not have a quorum, requests funded, two chairs purchased for Teen Room. Friends Library of Things event attendance was disappointing but a nice event nonetheless.

Sirkka will attend August Friends meeting, no July meeting.

Finance/ Asset Management: End of fiscal year financials are in progress. We can now move/ transfer money electronically. Recent gift of \$10,000 to Brooks. Fine Arts policy is out of date. We need to discuss curation of objects in the future. Endowment/ Investment policy needs a little wordsmithing.

Technology: no meeting since last month, next meeting tomorrow.

Building and Grounds: Big outdoor project will have bidding opened on August 28. General Contractor will be chosen shortly afterward. Site visit by state August 12. We will be working with the town on taking down the big spruce tree, with major support from DPW. We will use town communication staffer Seth Thomas for messaging around our big grant project.

Strategic Planning: Still reviewing bylaws for proposed changes, met with Town HR Director around Director annual review to try to consolidate the work. Town Charter changes will impact the bylaws.

Department Reports: submitted in the board packet, director and digital library usage.

Continuing business

Social Work and Safety; BRAT Team is very helpful to staff and patrons, HCRS and Groundworks are providing periodic support in the library to patrons. Restroom usage has increased as state motel program wound down.

Collection Development: still in process

Behavior Policy: first reading completed

Professional Development Policy: first reading completed

Child Safety Policy: needs clarification when parent cannot be reached at closing time

Outreach Committee: Working group of board members, town communication staffer (Seth Thomas) and Outreach Specialist Tara O'Brien could be helpful. Might convene such a group in September

New Business

Signage Work Group: Building and Grounds seeks additional input, B and G will talk to local architect before starting the work group

Board photo: postponed due to 3 members absent

Charter: changes to RTM could affect our bylaws for Trustee membership. We could change to having Selectboard could approve Trustee membership if RTM ceases to exist.

Increasing non-resident library fees: we will need to adjust bylaws if we want to increase fees.

Historical Document: motion approved to gift proclamation to state historical society

No August Trustee meeting.

Meeting adjourned at 6:11