

Brooks Board 10-14-25

Present: Bob Ferrante, Margaret Atkinson, Karen Tyler, Kate O' Connor, Leo Schiff, Ann Varilly, Jenny Rowe, Sirkka Kauffman, Nikki Holland, Jean Walsh, Starr LaTronica

Call to Order / **4:45 PM**

Agenda/Changes or additions — noted

Public Comments — none

President's Comments – Literary Festival happening soon, October 17 to 19

Expiring Terms

Minutes of Tuesday, September 9, 2025 — approved

COMMITTEE UPDATES/ DEPARTMENT REPORTS

A. Friends of the Library

- Update – Margaret— \$90,000 in bank, preparing fall appeal letter, Ice Cream Social went well, but ice cream scoops need to be replaced. Approved funding for two upcoming programs. Next Meeting - Nikki

B. Finance/Asset Development Committee— Margaret Atkinson, Chair

- Update - Reminder that we want to review our Fine Arts policy. Finance offers support to Building and Grounds on tracking our big grant project, should help in holding the line on going over-budget. Town is including part time substitute in proposed budget.

C. Technology Committee – Nikki Holland, Chair

- Update — Matt's focus has been on updating public and staff computers, delaying the launch of workshop series. We are still troubleshooting the interface of Udemy.

D. Buildings and Grounds— Nikki Holland, Chair

- Update, including exterior project bids —All the bids are in, two submitted, winning bid was \$1,082,134, from GPI, we will work on scaling back project to stay within budget of the grant. We seek support in re-installing the dinosaur footprints in our collection. Other upgrades ongoing- children's librarian office and swinging doors at Circulation

E. Strategic Planning Committee—Ann Varilly, Chair

- Update — amended bylaws were sent out, so first reading is accomplished now
- Open House – November 19th, 6 pm to 8 pm

F. Department Reports: Director, Youth Services, Information Services, Adult Circulation — Jean reported on various databases and their usage. Board materials shared in Google Docs this month for the first time. OK to not duplicate committee reports in Google Docs as they are already up on the website.

CONTINUING BUSINESS

- Social work and safety assistance update — fairly mellow in the past month, 69A Mutual Aid site is relieving some of the pressure on Brooks.
- Collection Development policy draft — first draft shared, open for feedback.

- Community Agreement for Library Use and Professional Development policies – third & final reading/— Community Agreement for Library Use— approved by Board of Trustees. Policy for Professional Development and Continuing Education for Library Employees— approved by Board of Trustee
- Child Safety policy – second reading, minor modification, will need to start the reading sequence again.
- Non-resident library fees— state has allowed an increase in non-resident fees, next step will be to issue press release to inform public, will go into effect January 1, 2026.
- Town Budget FY 26 to 27 —in process

NEW BUSINESS

- Amended Brooks Memorial Library Bylaws – first reading, accomplished.
- Nominating committee— pass to next month, recruit in December, meet in January
- Closure for staff development/training, October 30—approved
- Change date of November Board meeting— new date November 18 (11th is Veteran's Day)
- Annual Catamount Library Network membership agreement — this fee will go up because the formula has changed—Board affirms we will continue membership
- Seeking volunteers for 10-24 program —6:30-7p.m. — Ann volunteers
- Request regarding extreme weather shelter— asking if library can be a transportation stop for ferrying folks to Beloved Community Church during really cold weather for 8pm opening. Answer is yes for M-W.
- Stay open late 11-7 Debra Lee Luskin — permission granted

Meeting adjourned at 6:23