

**Brooks Memorial Library
Board of Trustees Minutes**

December 9, 2025, 4:45 PM

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

Call to Order / **4:49 PM**

Public Comments: None

President's Comments – Happy Holidays!

Minutes of Tuesday, November 18, 2025: approved

COMMITTEE UPDATES/ DEPARTMENT REPORTS

A. Friends of the Library

- Update – Karen— busy with book sale, annual appeal letter is out, Friends will help purchase some new tables for the library.

B. Finance/Asset Development Committee—

- Margaret Atkinson - preparations in progress for annual report that will go into the Town Report that informs Representative Town Meeting.
- Starr presented our proposed budget to the Selectboard.

C. Technology Committee – Nikki Holland, Chair

- Next meeting 12-11

D. Buildings and Grounds— Nikki Holland, Chair – Next meeting 12-10

- Update from Starr- roof work is in progress. Children's room office work will start tomorrow, 12-10. Solar equipment for roof bids will be in on 12-12.

E. Strategic Planning Committee—Ann Varilly, Chair

Hosted Library Insider event last month. Very high-quality presentations. Lots of information shared.

F. Department Reports: Tara O'Brien presented on her outreach work around library programming. Brings in outside organizations with subject matter expertise. Something for everyone. Collaboration with Center for Solace. Death Cafe. Grief around the holidays. Art for Seniors, five weeks, presented at library by River Gallery School. Historical Society presented on art within the library. Jazz musicians presented for the art class. Library hosted the AIDS quilt last week, in collaboration with Southern Vermont AIDS Project. Library staff created fabulous displays for the Miniatures Festival, resulted in 2nd place award including \$1500 prize. Featured in Sunday Boston Globe. Hosted Silver Circus movement event in collaboration with NECCA.

Ellen Martyn and Lindsay Belville recorded a StoryCorps about library work during COVID.

Thompson Trust is visiting Brooks Thursday 12-11, and will see some of what they have funded, such as our new public computers.

Over 130 entries for our Miniature Fiction (50 word) contest.

CONTINUING BUSINESS

- Social work and safety assistance update— many unhoused patrons, good support from the BRAT team
- Collection Development: Acquisitions – second reading— accomplished, ready for final reading and vote next month.
- Brooks Memorial Library By-laws – third reading and vote, we will wait until after the town March 3rd vote because the future of representative town meeting is uncertain.
- Child Safety policy – second reading— accomplished, ready for final reading and vote next month.
- Non-resident library fees, will need to change our policy in order to raise those fees- Starr will work on updating that policy with finance committee.
- Town Budget FY 26 to 27- Starr has presented to Selectboard
- Nominations update—committee will be Jenny, Karen and Leo, Starr will write a press release soliciting new board members, request for submissions is running in our weekly e-newsletter. Leo will coordinate.

NEW BUSINESS

- Executive Session
- Motion by Jenny to allocate \$6610 to longevity and holiday bonuses for staff, money to come from employee leave time and board approved projects. Seconded by Margaret and approved.

Adjourned at 6:17