

Ilsley Public Library Board of Trustees

Regular Meeting

Monday, June 11, 2018

Jessica Swift Community Meeting Room Ilsley Library

Minutes – Draft

Board decisions are unanimous unless otherwise noted.

Present: Board members: Catherine Nichols, President; Faith Gong, Secretary; Amy Mincher, Treasurer; John Freidin; Alice Eckles.

Library Director: Dana Hart

Publ: Kurt Broderson, MCTV: Barbara Doyle-Wilch, Chair of the Listening Sessions Committee.

CALL TO ORDER Chair Catherine Nichols called the meeting to order at 5:33 PM.

Approval of the minutes of the Ilsley Board Meeting 5-14-18. John Freidin moved that the minutes be approved as amended. Amy Mincher seconded. Amendments included removing Faith from listening tour committee meeting on page 4 and from the matrix of responsibilities. Typos on page 3 (regularly) and page 2 “heat” instead of “head” as noted earlier.

Dates for July and August Board Meetings. It was agreed that there would be a quorum of Board members for the July 9 and August 13 scheduled Board meetings so the dates would remain the same.

Public Comments Kurt Broderson, MCTV came to discuss several points of interest. First, he would like to have the MCTV Board participate in the Tell Me Tour at their regular meeting on July 11th at 8:15 AM. Dana and Barbara agreed to attend and facilitate the conversation as part of the Tell Me Tour. Secondly, he raised a policy concern that the Board should discuss deeply in the future. The concern arose from some extremely negative and personally hurtful comments that were made on the comments fields responding to a First Friday lecture that was posted on YouTube. This has many ramifications and the Board discussed the best “next steps” which included researching other public library social media policies and scheduling a time for the board to discuss and approve a social media policy for Ilsley Library. A strong social media policy is important so we can make better use of this media for Library promotions. Lastly, Kurt expressed a strong interest in working with Dana to develop a “backpack” of media equipment such as camera, tripod, projector, etc. to be checked out.

Action Item: An investigation of library social media policies, including NY State which seems to be the most mature library policy in terms of social media will be done by Dana and Amy?.

Committee reports

Tell Me Tour report from Barbara Doyle-Wilch: Tours planned include 8 sessions in June and July with perhaps 5 more scheduled if possible. Appointments for August/September will be started in a few weeks. We will ask that anyone who would like to participate in a group should email Dana for a session to be held in the library. Dana and I have set aside dates for these sessions. There will be an article in the Addy and a blast on the town’s email list soon.

After looking for available funds to feed the sessions the following guideline is suggested. The Library will spend up to \$10.00 for light refreshments in the library venue. However, there is not enough available money to reimburse for food in private homes.

A discussion followed about the best way to invite a good mix of folks to these sessions.

Finance report from Amy. She met with Dana to look at the budgets and revenues. They both met with the finance officers of the town to learn more about the town requirements and expectations. They are building a quarterly financial report for the Board. It was requested that budget actuals compared to last year and compared to budget be included in the quarterly report.

By-laws committee. Faith and Dana met and settled on Drop Box for shared Board information such as reports, financials, prominent library information. The Drop Box files will be linked to a library email account and each board member will have access via their own password. This depository will allow new Board members to access historical information easily.

An ad hoc committee of John, Faith and Dana met to discuss the holiday decorations in the library concerns. John explained that the group felt that the policy should follow the Ilsley Mission statement that says "Ilsley welcomes all". They will be asking local clergy to gather to discuss this further.

Directors Report is attached. Questions about the teen section moving to a new area and the trust agency accounts were asked. Dana explained that the Teen Collection had been moved to the small room to the left of the Circ Desk, where the Periodicals used to be kept. The Periodicals have been moved to the Reference Room. This new area is not ideal—too small to be a true hang-out spot for teens—but having a designated space for them in the library for the first time is a step forward. There has already been positive feedback from several teens.

Dana noted three new items to the director's report: 1) Her director's report will now be sent to the Town Manager for inclusion in the Select board package. 2) Anna Benson with Dana has selected and purchased new plants for the interior of the library. 3) The air conditioner for the community space was approved by the Infrastructure Committee and will be submitted for approval at the next select board meeting.

Dana also described her experience at the Historical Preservation Society conference in Bristol last week. She noted that there was a retreat planned by the same group that would focus on libraries and other public spaces on September 17 and 18. Several members of the Board said that would like to attend also so it was determined to move the September Board meeting to September 24th.

DECISION: Move the September meeting to the 24th so that Dana and other could attend the retreat scheduled for the 17 and 18th of the Historical Preservation Society.

Friends of the Library report: Catherine reported via a letter from the Friends which is attached. A discussion followed about the difficulty to get permission to serve wine at gatherings in the library facility.

Discussion on how the library could respond to the tensions in town and the closures of many businesses. Many interesting and thoughtful ideas arose. The big takeaway is that the library should be represented at the many meetings and gatherings in town such as Neighbors Together, the work of landwork (landwork? Is this a group? I don't recall this name) in talking about the rebuilding of the parks and the Better Middlebury Partnership.

Alice suggested the library and town consider owning and managing a coffee shop, as the community wants one. Dana noted that in the short term she will work to bring coffee to the library. Despite searching for more environmentally friendly options, a pod based system (Keurig, Nespresso) remains the most economical and scalable option for the library.

Alice also suggested the idea of pop-up libraries. Dana supports this idea and is considering several options for collaborative pop-ups.

John voiced his support for a summer trial of 2 hour only parking in the lot behind the library.

As we discover another meeting, please notify all board members so we, The Ilsley Library Board, will be seen as actively interested and involved in the town initiatives.

We reviewed the Matrix of Responsibility and signed off on the elements that have been completed.

Board comments: The Memorial Day Parade was wonderful. John responded to the comments in Front Porch Forum on the Ben Franklin Store proposal.

Meeting was adjourned at 6:53PM

Respectfully submitted,

Barbara Doyle-Wilch, poor substitute for Joe McVeigh, recording secretary