

**ILSLEY PUBLIC LIBRARY BOARD OF TRUSTEES
REGULAR MEETING
MAY 10, 2021
ELECTRONIC MEETING VIA ZOOM PLATFORM**

MINUTES

Board decisions are unanimous unless otherwise noted.

Present

Board members: Joe McVeigh, President; Amy Mincher, Secretary; Meg Baker, Catherine Nichols.
Library Staff: Tricia Allen, Chris Kirby, Acting Co-Directors
Recording Secretary: Saskia Gori-Montanelli

MEETING CALLED TO ORDER

President Joe McVeigh called the meeting to order at 7:00 pm. See Board Packet for agenda and accompanying documents.

APPROVAL OF MINUTES

Catherine Nichols noticed that a date that appeared in the previous minutes was incorrect, and Tricia Allen added that the Work Study section of the budget was referring to CCV and Middlebury work study students, not just CCV students. Changes will be made to the document. The minutes of April 12, 2021 were approved as amended.

PUBLIC COMMENTS

There were no public comments.

FRIENDS UPDATE

Amy Mincher gave an update on the Friends of the Library. She stated that they were very excited about Ilsley Library reopening plans, and that they were planning an outdoor audio visual sale that is tentatively scheduled for June 5th. Joe McVeigh and Amy Mincher hope to get together with the Friends to review their Memorandum of Understanding.

MCTV UPDATE

Meg gave an update on the MCTV board which held their annual meeting, where they discussed their mission, vision, and purpose, as well as next year's budget. Meg said that things seem to be going well, especially because there was an increased number of viewers due to basketball live-streaming that took place in the winter. The hope is that MCTV can keep these viewers as things continue to open up. It was also added that while MCTV knows their subscriber count, they don't know exactly how many people are watching their videos unless the videos are watched on YouTube.

Tricia said that Kurt Broderson had been helping to get the library ready for reopening, and the library staff greatly appreciates his help. Chris Kirby added that Kurt also created several instructional videos that teach people how to do things, like create a Kanopy account.

Because the retreat with John Barstow would be taking place over Zoom, Joe wanted to get the trustees comfortable with the platform. The trustees practices different ways of interacting with Zoom including the chat function, the whiteboard, and polls.

REVIEW OF POLICY ON LIBRARY CARDS, FINES, AND FEES

Meg Baker led the board in a review of the Policy on Library Cards, Fines, and Fees. She outlined who was eligible for specific library cards. As the board has previously voted to do away with fines for late return of materials the policy has been amended to remove language regarding specific fine amounts, although the director still has the power to impose them. Meg said that the library director may revoke borrowing privileges if needed, and the trustees approved of the policy. A vote to confirm the changes will be held at the next regular meeting.

DIRECTOR'S REPORT

Tricia said that the reopening of the Ilsley Library was a positive experience, and that staff has enjoyed having in-person patrons to work with. Chris mentioned that there were a total of 90 people on the first day, and between 40 and 60 people per day during the rest of the week. Tricia and Chris were finalizing plans for the next phase of reopening, which means figuring out staffing schedules.

Joe asked if there is someone monitoring the door of the building, and if there have been any issues with patrons and mask wearing. Tricia said there *is* someone at the door, but this is not necessary as far as keeping the right amount of people in the building. She was not sure if there would be someone at the door through the end of May, but there definitely would not be someone at the door in June. There have not been any problems with patrons regarding masks.

Meg added that her child was wondering when the library would be open during after school hours. Tricia said that in June, the building would be open Monday-Saturday from 10am to 5pm.

Catherine Nichols was concerned about how the Library garden will progress, because the back garden isn't mulched and it doesn't match the aesthetic of the town gardens. Tricia said that this was intentional, and Chris added that the town gardener has been putting time into the back garden and trying to strike a balance between the town gardens and the library gardens. The back garden, which has historically been under former gardener Anna Benson's care, is meant to look more like a cottage garden.

Chris got an email from Chris English, saying that he was researching whether or not the library can bundle internet service with the town. One question is whether the town's bandwidth (100 megabits) is comparable to what the library gets from the college. The college is encouraging the library to explore alternatives because they are focused on security concerns. The cost of a comparable service from an

internet service provider is much more expensive. The plan is to look into the options and see what is affordable.

Chris encouraged the trustees to explore the Aspen Discovery Layer on the newly revised website, because there have been many improvements, such as the grouping together of different formats under each title. The cost of the program is being subsidized by the Vermont library consortium, so it is only \$250 per year.

SPRING RETREAT PLANNING

The board reviewed upcoming meeting dates: the retreat is scheduled for May 23rd. A May 24th meeting proposed earlier was canceled. The June meeting is scheduled for June 14th. Two follow-up meetings from the retreat are scheduled for June 21st and July 19th.

Regular meetings will now meet from 6:30 to 8:00 p.m. The special meetings on June 21st and July 14th will run for two hours.

The trustees discussed a possible getting to know you gathering on Memorial Day, but didn't finalize a plan.

Joe shared a Google document on which Trustees shared their ideas for desired outcomes from the May 23rd retreat. These were their statements:

I would like it if we...

- Came to a clear understanding and agreement about how we want to move forward in terms of the building plan or asking another architect for a proposal
- Had a common understanding of the vision and next steps for the library project
- Had some creative verbiage for selling the library renovation project
- Had incorporated a vision of how library use (and services) are/will change over the next 30 years
- Had agreed upon a tentative timeline
- Had a sense of hope and excitement
- Were in agreement on the key elements of our vision for the new building
- Agreement on the make-up of the committee(s) (by the end of all of our follow-up meetings)
- Everyone feels listened to during our discussions about the building plans
- Had a sense of how much direction (or not) we want to give in the charge to a new committee (e.g. how much attention should they pay to the GbA plan?)
- Have a clear idea about who is responsible for what (Trustees vs. Selectboard vs. Design Committee)

BOARD COMMENTS AND UNFINISHED BUSINESS

Andy Hooper noted that the hanging baskets that the town puts up in the summer are from Woods Farm market in Brandon. He recommended them.

ADJOURNMENT

President Joe McVeigh adjourned the meeting at 8:30 p.m.

The next regularly scheduled meeting will take place on Monday, June 14 at 6:30 p.m. via electronic meeting.