

**ILSLEY PUBLIC LIBRARY BOARD OF TRUSTEES
REGULAR MEETING
AUGUST 9, 2021**

MINUTES – DRAFT

Board decisions are unanimous unless otherwise noted.

Present

Board members: Joe McVeigh, President; Catherine Nichols, Secretary; Andy Hooper, Treasurer;
Amy Mincher
Library Staff: Dana Hart
Recording Secretary: Saskia Gori-Montanelli

MEETING CALLED TO ORDER

President Joe McVeigh called the meeting to order at 6:45 pm. See Board Packet for agenda and accompanying documents.

APPROVAL OF MINUTES

The minutes from the regular meeting of July 12th, 2021 and the minutes of the special meeting of July 19th, 2021 were approved.

PUBLIC COMMENTS

President Joe McVeigh indicated that he signed the Memorandum of Understanding with the Friends of the Library on behalf of the board. On August 10th, Amy Mincher, Liaison to the Friends, will take the signed MOU to the Friends of the Library Board Meeting to get a signature from the President of the Friend's board. Library Director Dana Hart will then forward a copy to Town Manager Kathleen Ramsay for her records.

DIRECTOR'S REPORT

Dana summarized her Director's Report.

The library's ARPA funding application has been submitted to the Vermont Department of Libraries. It will take about 2 months for them to get back in touch about approval.

Andy Hooper asked about the recent book sale by the Friends of the Library. Dana replied that it had gone well. Holding it on the plaza in front of the Town Offices near the roundabout made the event very visible which attracted more people. Andy noted that bringing the Farmer's Market back into town would be a great way to get more people downtown.

Joe noted that he was encouraged by the continuing programming for groups that might be underrepresented at some library events such as hunters and fishermen.

The library is in the process of converting from the College as an internet provider and bundling its service together with the town.

Dana has begun preparations for the FY23 budget. She discovered that the line item for part-time employees had been previously under-funded. This will result in an increase of about \$16,000.

Catherine Nichols indicated she said that she would like to know the names of all on staff, including substitutes.

Treasurer Andy Hooper said that John Barstow has been paid for his facilitation work, and had sent a nice note saying that he enjoyed working with the Trustees. Dana added that she will be holding a party for library staff at her home in Lincoln on Sunday, August 19th to thank them for their hard work.

PLANS FOR BOARD/STAFF GATHERING

The board plans to host a lunch for library staff to thank them for their work over the past year and half. A possible venue is the the outdoor space by the Edgewater Gallery overlooking the waterfall. Possible caterers for the main meal are American Flatbread, Costello's, or Mad Taco. Board members will supply drinks and desserts.

The tentative date is Tuesday, September 28 from 1-2 p.m. Joe will look into the availability of the venue; Amy will research catering options and costs for 20-25 people; Catherine will coordinate drinks and desserts. Dana will ensure coverage inside the library using work-study students or substitutes.

MEETING SCHEDULE

The board agreed that regular meetings which will continue to occur on the 2nd Monday of each month. The regular meeting time will revert to 5 P.M. The next regularly scheduled meeting will take place on September 13th, at 5 P.M.

FOLLOW UP DISCUSSION: SPECIAL BOARD MEETING

The Trustees reviewed an email sent from Joe and Dana to Selectboard Chair Brian Carpenter and Town Manager Kathleen Ramsay, which was included in the board packet. The email described the Trustee's hopes to work with the Selectboard to create a new design team to work on the renovation/expansion project. A meeting has been scheduled for Aug 17th.

Dana met with Selectboard member Esther Thomas, to share more about the library. Dana makes an effort to meet with all newly elected Selectboard members.

Joe spoke briefly with Selectboard member Dan Brown at the Peasant Market and hopes to speak with him further about the project. Meg spoke with Selectboard member Farhad Khan and plans to meet with him again. One goal of these informal conversations is to gain approval from the Selectboard to jointly appoint a new design team. The other goal is to move the library higher on the list of priorities for major spending projects. At an upcoming meeting, the Selectboard will have a retreat where they prioritize possible major project expenditures over the next 3 years. The Trustees want to get the design team up and running with cooperation of the Selectboard and hope to move the idea of library renovation higher up the priority list.

The Trustees need to provide some input on the composition of the design team, and if there are specific individuals who might do especially well on it. The group will begin brainstorming and have another discussion at the following meeting.

Dana explained the difference between the community engagement team and the funding team: The community engagement team will be focused on listening and giving people a voice in the process. Dana said that the role of community engagement is going to change several times over the course of the

project. The funding team will be focused on obtaining government money, grant applications, reaching out to private donors, possibly with the help fundraising consultant Christine Graham.

There was a discussion about how the different groups will communicate and avoid duplicating efforts. Dana will be on each team to help with this. Joe encouraged the board to consider what their role as Trustees should be in this process. He said that they should think of people who would be a good fit for those groups. Dana wants at least one Trustee on each of these teams.

The Trustees will continue to brainstorm ideas for the charges to the community engagement and funding teams and possible names of those who might be asked to serve on any of the teams.

BOARD COMMENTS AND UNFINISHED BUSINESS

There were no additional board comments.

ADJOURNMENT

President Joe McVeigh adjourned the meeting at 8:00 p.m.

The next regularly scheduled meeting will take place on Monday, September 13th at 5 p.m.