

Manchester Community Library
Board of Trustees Regular Meeting Minutes
Tuesday, June 11, 2024

The Manchester Community Library is open to all as an inspiring gathering place for the community, providing opportunities and resources for personal enrichment and growth.

Trustees Present and Constituting a Quorum: Melissa Bell, Rhonna Cass, John Clark, Ruth Corbett, Fran Fauver, Ann Graham, Peter Kinder, Liz Perkins, Margi Putney, Linda Oskam, Jeff Spencer, Linda McKeever (Honorary), Kate Orme (Honorary)

Trustees Absent: Amanda Baer, Katherine Monahan

Staff Present: Edward Surjan

Call to Order: Chair J. Clark called the meeting to order at 4:05 PM.

Consent Agenda: P. Kinder moved, seconded by M. Bell, to accept the consent agenda.

Executive Director Report

- **Reorganization of the Non-Fiction Collection** (Carrie Gutbier, Collection Development Librarian)
 - Nonfiction collections are currently organized in “Glades” and then further into “Sub-glades.” This is unusual compared to most public libraries. Three other libraries use this system.
 1. More recently, the sub-glades were eliminated.
 2. Pictures books also had a Glade system, which was eliminated when Carrie arrived and moved into the Dewey system. Feedback has been positive.
 - Plan to move into Dewey Decimal system.
 1. This will allow full integration into the Catamount library system.
 2. Matches MEMS & BBA and most public libraries.
 - C. Gutbier shared a map of the new plan and timeline
- **Children’s and Schools Programming** (Paige Vignola)
 - Collaboration with local schools (BBA, Long Trail, MEMS, Maple Street, Northshire Day School)

1. ELL Support, Curriculum Support, Media Literary, Poetry, History, Music, “One District One Book,” Visiting Story Time, Weekly play group, Science Ted-like talks
 2. Plan for next year to continue. Suggestion to reach out to Red Fox School.
 3. Afternoons are FILLED with kids. Third space programming.
 - a) This past year's programming included Manchester Math (upper middle school, Fiery Frog Robots, Creativity Cave, Checkmates, Dragons in the Dungeon (Dungeons & Dragons)
 - b) Next year's programming: Coding, Homework Helpers, Reading Buddies, Magic the Gathering, Digital Animation, YA Book Club, Paint & Play (parents & toddlers)
- **Lots of collaboration with nonprofits, local businesses, and local town government**
 - VT Food Bank, Clearbrook Farm, MCL grant/collaboration– many coming from Central, South & Caribbean America–grew food specifically requested by students
 - **A Vision of What's Next for MCL**
 - This spring, staff did a Core Values activity similar to the one the board did at the retreat last fall. They read David Lankes' *Expect More*.
 1. The staff has leaned into saying yes and that our brand is that we're free and open to all
 2. They want to know how they can do more to serve the community than they're doing now.
 - Questions:
 1. What can we do differently to support the needs of the community?
 2. Who can we partner with that we're not currently working with?
 3. What can we do to enhance, improve, and sustain the library in the future?
 - More focus on children & families
 - More inclusive library - requires community feedback. Could be: interior design? Playground? Parking? Pavilion?
 - Financial sustainability

Advancement

- EOY Appeals Update
- Director of Advancement Search has resulted in a hire - Ellen Ogden will be starting in August

Governance

- Trustee Term Renewals and FY25 Slate of Officers

Officer and Trustee Nominations FY25: M. Bell made a motion, seconded by F. Fauver, to approve the renomination of the following Trustees for FY24, with terms commencing July 1, 2024.

J. Clark - For a 1-year term (as an officer, as stated in the MCL By-laws)

F. Fauver - For a 3rd 2-year term

The motion passed unanimously.

M. Putney made a motion, seconded by P. Kinder, to approve the following slate of officers for FY25, with one-year terms commencing July 1, 2024.

John Clark - President

Margi Putney - Vice President

Rhonna Cass - Treasurer

Fran Fauver - Secretary

The motion passed unanimously.

- Trustee Assessment will be emailed. All trustees should complete by July 1.
- FY25 Board Meeting Calendar
- Board Education
 - VT Bill S.220 Passage
 1. The privacy age was lowered from 16 to 12. Any child 12 or above needs to get their own library card. Dept of Libraries will make model policies; we will alter MCL policies to align.
 - Summer Reading- Ed recommends that we read On Censorship by James LaRue.

New Business

- Presentation made about Shire Kids. This is the local affiliate of Dolly Parton's Imagination Library, which provides books to children birth to age five at no cost to the families. Nicole Campbell founded the organization in 2019. Over 33,000 books have been mailed since its inception. Most children enroll at their doctor's office or school. The cost to run the program is \$2.20/month per child. A local affiliate pays this cost. Shire Kids serves over 1000 kids in the Bennington/Windham area. It has been funded by local charitable organizations. Campbell is looking for another organization to take over the program. Discussion about whether MCL could/should take this on.
- **J. Clark made a motion, seconded by R. Cass, to nominate Linda Oskam as an Honorary trustee.** Clark cited Linda's eight years of service on the Board and her involvement in the capital campaign for the new building. Further, Linda kept her ear to the ground about what was happening at other non-profit areas and was a great source of donor information. Finally, Linda has been one of the Library's chief supporters during her time on the Board.
- Trustees will evaluate the Library Director in the next few weeks via a survey to be emailed.
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Executive Session: F. Fauver moved to enter the Executive Session at 6:02 p.m. L. Oskam seconded it, and it passed unanimously.

P. Kinder made a motion at 6:11 pm to exit the Executive Session. It was seconded by A. Graham and passed unanimously.

Adjournment: The meeting was adjourned at 6:12 pm.

Next meeting: Tuesday, Sept 10, 4:00 pm

Respectfully submitted,
Margi Putney
Secretary