

LIBRARY BOARD OF COMMISSIONERS

Thursday, March 15, 2012, 5:15 pm
Local History Room

In attendance:

Dan Balon, Rachel Van Vliet, Eric Lindstrom, Denise Dunbar, Robert Coleburn, Emer Feeney, Amber Collins, Oliver Kranichfeld, Jill Krowinski, and Kaya Dubie.

Minutes:

-Approved

Public Comment:

-No public was present, but the question of whether the opportunity for the public to be present is advertised enough for it to be taken advantage of was raised.

President's Report:

-Oliver Kranichfeld has been appointed as Commissioner and will be filling Gavin's seat.

-Amber has announced that she will be retiring at the end of the fiscal year (June).

-Jill may submit a resolution to the legislature to have Amber officially thanked for her years of good work.

-Amber and Aric met with Bob Kiss. They discussed with him the news of Amber's impending retirement and the document Robert circulated of library priorities for the Mayor-Elect.

-Planning/Drafting a new five year plan needs to begin.

-It was discussed that now is a good moment to think about the library's structure and that it would be beneficial to have a meeting on perspectives on the Fletcher Free Library's future and leadership.

-Some considerations are waiting for the new mayor to take office. The process for choosing a replacement to fill Amber's position is currently unknown. An Ad Hoc committee may eventually be appointed for the process of choosing Amber's replacement.

-A Steering Committee needs to begin to draft the new five year plan. In the past, the committee has been board members and non-board community members.

-It was proposed that part of the April meeting be spent discussing the vision for the new five year plan.

-Emer and Robert C. volunteered to be a part of the five year plan Steering Committee. The group will likely consist of fifteen plus community members.

-For the last plan the library paid a consultant (Lawrence Webster) to manage the process.

- Last time the library hosted a pot luck dinner for the focus group.
- Discussed that it would be very beneficial to include a Friend of the Library and a broad range of people to be a part of the committee for the five year plan, as well as including community members from all seven wards of Burlington
- There was a question raised as to who wrote the last five year plan.
- It was decided that board members should review the old five year plan between board meetings and return with thoughts/comments on how the old long range plans have measured up to the goals and measures set and how successfully they were implemented.
- The trustees have been deliberating on the annual fund balance of the trust.
- There was a question as to whether feedback was still being sought on Robert C.'s emails for the mayor. Feedback is not still being looked for; it has already been sent.

Co-Directors' Report:

- Emer asked if there had been a response to the Facebook post about library staffing; Robert Resnik had responded to Miro's Facebook page.
- No press release has followed the mayoral visit.

Staff Commissioner's Report:

- A few people have been doing professional development
- Christine Wells was attending a conference
- Meghan has been working on SLP.
- A conversation was had at the third combined management meeting about a librarian's Lecture On Customer Service.
- It is still being noted that DVDs are continuing to accrue high fines. It was asked if perhaps English language learners are not initially understanding the guidelines. It was agreed upon that it would be good to deal alleviate the issue on the ground floor as opposed to in policy.
- There will be an Amnesty Day this spring. The library will begin advertising for it about a month before hand.
- Rebecca Goldberg has the Summer Reading Program T-shirts and is selling them to adults.
- Amy Tarrant donated \$6,000 to purchase the shirts.
- Rebecca talked about meeting with Phoenix Books who are coming soon about having collaborations like author talks.

-Elena Carter talked about how many Bhutanese have been coming for services. There have been many people coming from refugee camps who have been having trouble. Ways to help them in library services are being looked for.

-The issue of how to enforce cell phone, eating, drinking, and sleeping issues.

-Robert did SIRSI upgrades to computer management systems. The library may be able to begin sending text message reminders.

-An update is being installed to help with proper formatting on smart phones.

-If possible, Eric suggests devoting a part of the labor management meeting visioning about the five year plan and leadership.

Development Committee:

-The meeting was cancelled.

-The raise and job description for Ashley has yet to be formalized completely.

Diversity Committee:

-There was training the day following the board meeting from 8:30 through 12:00, and another on the 23rd at the Miller Center.

Friends of the Library:

-Anne was not present but emailed Robert her notes so that they could be included.

-The Friends Checkbook balance as of March 1, 2012 is \$28,997.77

-The final tally of the Book Sale is \$1378. This sum will be given to the fund to replace YA books damaged in the recent flooding.

-The sum of \$1771 was raised in February by the Book Stall and the Book Sale bag sales.

-\$2300 is going for Christine Webb to attend the ALA meeting in Philadelphia.

- It was voted to add \$1000 to the encumbered money for Professional Development.

- Plans were considered for a new door design for the entrance from the Book Stall area into the Children's section.

-Craig is spearheading an effort to spur donations of more quality books from the members of the Friends, the Library Board of Commissioners, and the wider community. These donations are our only fund raisers. The Book Stall is making significant profits, but we are dependent on donations.

-At Booked for Lunch on Thursday, March 15, Thea Lewis, Queen City Ghost Walk guide and author of "Haunted Burlington: Spirits of Vermont's Queen City", will speak.

-The Vermont Library Friends Meeting will be held in Middlebury on May 5th. Several members expressed an interest in attending.

-Robin Twery was voted in as President, Jane Berlin as Vice President, Jane Pearl as secretary, and Ann Warrington as treasurer.

Discussion:

-The board wants to grow the Steering Committee. Several trustees and commissioners have already volunteered.

-There was a question as to who will head it.

-Money from Campaign for the Future Funds which are currently approximately \$60,000 dollars. Some of it will be going to the AV project.

-The Development Committee may discuss the possibilities.

-The board may check in with the Department of Libraries.

-An email will be sent out to all staff inviting membership to the Steering Committee. Ann will be written to express interest in a FOL presence.

-The school district had a task force do a report to come up with a plan. There were staff, board, and City Council members on it. There was a question as to whether the library should also include the City Council. Last time the library did not.

-It was agreed upon that the board would like someone from COTS, Howard Mental Health, Refugee Resettlement, and the home schooling community.

-Board members will initiate contact with people who will be asked to contribute and Eric will follow up with official matters with these people.

-Having a retreat for the five year plan is being considered.

-There is a possibility of more than monthly meetings for the five year plan.

Actions to Be Taken:

-Visioning at next meeting. Ashley will likely come. Eric would like people to send him thoughts on future and leadership of the library.

-Potentially asking people to join the ad hoc committee.

-Trustees will meet after the meeting to discuss the trust.