

Fletcher Free Library
LIBRARY BOARD of COMMISSIONERS
Meeting Minutes
Wednesday, November 20, 2019

Present: Emilia Bloche, Chol Dhoor, Ariel Felcan, Patrick Halladay (phone in), Molly Loomis, Cate MacLachlan, Amy Mellencamp, Jonathan Chapple-Sokol, Mona Tolba, Gale Batsimm, Megan Butterfield, Mary Danko

Public Forum: No one present

Approval of Minutes from September 11 and Agenda: Molly Loomis/all in favor

Presentation: Joy Hovestadt, City Attorney's office, on Open Meeting Law. Joy noted that all meetings must be open to the public. There must be a quorum of members. Members may have social events not open to the public if not discussing business. No action is binding unless made at public meeting. Minutes must include all present. There are 15 specific situations for executive session. Public bodies are for supervisory, jurisdiction or advisory power. Email is included in public agency records. All members of Commission should have City email, Gale will follow up. In regards to executive session, executive session is closed—the topic is public, the discussion is not, minutes are not required; the meeting is closed and action must be taken publicly. Agendas may be amended at the beginning of a meeting. Any questions regarding open meeting law or public records can be directed to the City attorney's office.

Friends Report: Jonathan Chapple-Sokol reported that the Friends' Fall Sale made \$8600, which was a record for the last few years. He also noted that individual buyers, as opposed to dealers, increased. The Friends will host a pop-up book sale November 22 and 23 and the Winter Book Sale on December 6 and 7. Begun recently, EBay sales have brought in \$1500 (36 books) to date. Other libraries are also interested in having the Friends post books on eBay. There was discussion of a recommended donation percentage or levels to cover shipping and insurance costs. The Friends wrote a letter to the ordinance committee in favor of the new ordinance. The feasibility study interviews were completed this week and the report should be completed in the next couple of weeks. Amy Mellencamp thanked the Friends on behalf of the Commission for conducting the feasibility study. The Friends will be hosting a Mini Golf Fundraiser the first weekend of April instead of the Jazz Brunch this year.

Director's Report: Mary Danko shared BTV stat data. She reported that circulation and library visits increased across the board in 2019. Library visits are recorded by a counter at the door; it is not perfect and sometimes counts a group as one person, however it is the same system that has been used for years, so is consistent. In setting targets for the coming year, the library averaged 2018 and 2019 numbers and increased by 3%. Mary noted that BTV stat gets staff thinking more strategically. Molly Loomis inquired about whether the strategic plan is linked to measures. Glenn McRae, former commissioner, will work on this as a project. Mary would like to line up Project Outcome benchmarks against other libraries. Mary noted that the library participated in 3 of the 5 presentations at the City's

recent Innovation Challenge and received funding for all three projects. This Challenge was spurred by PAL camp, this summer's collaboration amongst Parks, Recreation & Waterfront, BCA, and the library.

Ordinance: The ordinance committee may meet on Monday. It would be helpful for Commissioners/Trustees to attend, since this is the ordinance that the commission worked on for a couple of years. Mary noted it is wrapped up with other trespass ordinances for the City. She will let Commissioners know when the meeting is.

Statement on Immigrants, refugees, and asylum seekers: the commission reviewed the statement as it was edited by the City attorney. Chol Dhoor noted that it doesn't give a reminder on why the Commission is doing this. Placement of this proclamation will be important as well. The commission discussed the All are Welcome signs that BHS has and wondered whether UVM Medical has a statement. Members were asked to send in any suggestions for the statement.

Commission Policies/Nomination process: A subcommittee of Patrick, Molly and Amy will meet to discuss the nomination process and the representation matrix to enable the commission to seek new trustees based on the needs of the commission. Patrick Kinner will be stepping down from the commission.

Move to Adjourn: Megan Butterfield/all in favor

Winter Breakfast: Wednesday, January 22, at 8:30 am (hosted by Friends, City Councilors invited)

Next Meetings: Wednesday, March 18, at 8:30 am

Wednesday, May 20, at 8:30 am