

Brownell Library Trustees Meeting Minutes 09/18/18

Brownell Trustees in attendance: Christine Packard, Sheila Porter, Linda Costello, Dottie Bergendahl, Ann Wadsworth, Joe Knox, Beth Custer, Carrie Eagan, Andy Kolovos, Spencer Messier

Brownell Staff in Attendance: Wendy Hysko. Erna Deutsch

Other Attendees: Linda Hasan, Kristin Ballif, Jeanne Grant, Evan Teich

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Meeting called to order at 7:00pm by Christine Packard

Christine introduced Spencer as the new Teen Trustee. All present introduced themselves.

### **1. Agenda Changes/Deletions**

Dottie requested that a discussion of the Budget Working Group be added to the agenda.

### **2. Minutes of Tuesday, August 21, 2018**

Ann identified that she, Sheila and Beth were not included in the list of attendees. Ann requested clarification of a statement about the status of the book room.

Dottie moved, Sheila seconded. Minutes approved as amended.

### **3. Financial Report**

As of 09/17/2018 CD balance: \$2,728.89 , cash fund \$2,877.67. Dottie explained the distinctions between the accounts held by the Brownell Foundation.

We are two months into the fiscal year. All looks as expected.

Dottie obtained a copy of the most recent fiscal year 2018 report from the Village office. She notes that the actuals reported in it indicate at this time that we came in a little more than 6% under the budget. Trustees then discussed the particulars of the FY2018 budget. The primary reason for this savings is delays in filling open staff positions.

Trustees acknowledged the financial report.

### **4. Announcements**

Director Hysko notified the trustees that Steamfest will be taking place in the Village this Friday and the library will be participating.

Andy shared that he and Assistant Director Tracy have developed a program to introduce adults to tabletop roll playing games that will begin next month.

Evan shared that the Village has closed off access to the library lot from Pearl Street. Trustees discussed the reasons for this decision and the potential impact of it. Discussion of access to the library by pedestrians and vehicles from various points ensued.

#### **5. Reports: Library Director and Staff Report (enc)**

Trustees discussed report of youth misbehavior in the library and noted the success of social worker involvement with patrons.

Christine asked Director Hysko about the Essex Police request for security footage in the library. Director Hysko described the library's response to the request. Discussion ensued about security camera footage access policy and the balance between patron privacy, staff security and law enforcement access.

#### **6. Committee Reports**

We have no committees

#### **7. Foundation Report**

Linda H. provided the Foundation report. Book sale room reopened in August. Foundation is looking for volunteers to assist with the book sale. Christine asked about the possibility of using Brownell Library website to advertise for volunteers. Andy suggest using the Facebook page. Linda H. stated that interested volunteers should contact her or Alison Pierce.

Director Hysko shared that the Foundation is beneficiary of income from Hannaford green bags this month.

#### **8. Old Business**

*Trustee portrait display*

Christine provided an overview of the rationale for creating a trustee portrait. We will wait until we have a full board to proceed.

*Library Trustee Vacancies*

We have two vacancies. Jeanne and Kristin will be interviewed by the Village Trustees soon.

### *Farmers Market*

Director Hysko renewed discussion of a Brownell Trustee presence at the Farmer's Market. She presented the idea of holding a "Pop Up Library" at Maple Street Park. Evan discussed the rules governing use of the lot that hosts the Farmer's Market. Discussion of Trustee presence at the Farmers Market will be taken up again in the spring.

### *Budget Working Group*

Dottie asked about scheduling a meeting of the budget working group. Dottie proposed scheduling a meeting in the next several weeks.

## **9. New Business**

Linda Costello asked the staff about bringing a Native American storyteller to the library. Erna explained that it is in process.

Linda C. reiterated her interest in the library doing more outreach to local schools. Director Hysko and Erna shared that the library had reached out to Summit, Hiawatha and Flemming schools, and several classes visited the library. Mary K. has been to the Essex High School as well.

Dottie discussed the drop off in enrollment in Vermont schools. She expressed curiosity regarding a potential correlation between any drop in enrollment in Essex schools and a decline in circulation statistics. Kristin noted that, based on her research, enrollment in Essex High School has declined. Director Hysko discussed various factors that have influenced ebb and flow in youth circulation.

Erna mentioned a library program to reach out to new parents in Essex Village that has been supported by Rotary. Beth mentioned a program in Hinesburg that dedicates a book in the library to newborn children in town.

Dottie asked about the First Wednesday Program. Erna brought information to the Trustees.

## **10. Adjournment**

Sheila moved to adjourn. Dottie seconded. Meeting adjourned at 8:04pm.

Minutes submitted by: Andy Kolovos

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