

**Ilseley Library Board of Trustees
Special Meeting**

9:00AM-12:00PM, Monday, April 30, 2018

**Jessica Swift Meeting Room
Ilseley Public Library**

DRAFT MINUTES

Lara Keenan, Consultant for Library Governance and Management from the Vermont Department of Libraries, presented and facilitated a workshop for Vermont library trustees.

This workshop was attended by Ilseley Board Trustees including Catherine Nichols, John Friedin, Amy Mincher, Alice Eckles, and by Recording Secretary, Joe McVeigh. Also in attendance were 29 trustees from libraries around the state including from the towns of Fairfax, Salisbury, Lincoln, Pawlet, Charlotte, Craftsbury, Starksboro, Mount Holly, Bristol, Hancock, Killington, New Haven, Montpelier, Richmond, Colchester, and Waterbury.

Lara presented the following information and engaged participants in discussion:

- Overview of roles and responsibilities of library trustees, especially in contrast with the role of the library staff and director and also in contrast with the roles and responsibilities of the select board.
 - It was particularly noted that the work of the board is oversight, and the work of the director is implementation. Trustees were cautioned against getting involved in implementation at a detailed level.
 - It was further noted that Vermont library law through Title 22 provides that the library board, rather than the select board, has purview over library decisions including policies, personnel, and budget (once the budget is passed by the town.)
- Federal, state, and local laws that govern the work of trustees and libraries
- Succession planning for future governance
- Community engagement and fundraising
- Strategic planning and the future evolution of libraries

Members of the public who are interested in obtaining a copy of the PowerPoint slides and handouts that accompanied this workshop may request them from Lara Keenan, 109 State Street, Montpelier, VT 05609, 802-828-2734 lara.keenan@vermont.gov

Respectfully submitted,

Joe McVeigh
Recording Secretary