

37 The Trustees confirmed that regular meetings would continue to take place on the second Monday of
38 each month, from 5-6:30pm.

39 Joe noted that the bylaws require the Trustees to hold one meeting per year at the Sarah Partridge
40 Library in East Middlebury. The next regular meeting will take place at Sarah Partridge on April 11th,
41 2022.

42

43 **REVIEW OF POLICIES AND BYLAWS**

44 The Trustees read through the Bylaws.

45 The bylaws call for the Trustees to set and review review library policies Some in particular have
46 interesting variants, such as computer use or behavior policies. The Governance Committee was asked
47 to review the bylaws and to begin a cycle of reviewing about a third of the policies each year and making
48 recommendations regarding them.

49 Joe spoke about the size of the board of Trustees. This small number of people means that the Trustees
50 can work quickly, but there are less people to do the work. If we move forward with the
51 renovation/expansion project, there is a lot of work that needs to be done. The Trustees discussed the
52 possibility of adding more people to the board.

53

54 **DIRECTOR'S REPORT**

55 Library Director Dana Hart shared a letter written to Senator Leahy in support of an application for
56 congressionally directed funding. Dana will submit an application for this funding for the
57 renovation/expansion project. She is submitting letters of support from the Selectboard, the President
58 of the VLA, State Ruth Hardy, Vermont State Senator, the State Librarian, and the director of the
59 Vermont Council for the Humanities. The application will be submitted on March 15th, 2022. Joe noted
60 that Senator Leahy was instrumental in getting funding for a library renovation project in Montpelier.

61 Dana described some plumbing issues in the public restroom. Because the library's contract with Mr.
62 Mike's cleaners terminates at the end of march, she would like to hire an outside contractor one day per
63 week to cover Sean Mayo's day off. She also spoke about the Building the Library of the Future article
64 that appeared in the *Addison Independent* and the new meeting room chairs that will be ordered in July
65 of 2022.

66

67 **BOARD DISCUSSION: COVID MASKING POLICIES**

68 The Trustees reconsidered of the masking policy in the library. When the pandemic hit in March of 2020,
69 the Trustees amended the Rules of Conduct policy by adding item 15: "Failing to wear a face covering
70 that covers the mouth and nose and maintaining six feet of social distance at all times when inside the
71 library (this does not apply to library patrons under the age of three)." Dana recommended that the
72 board remove item 15 from the policy. Schools in ACSD are no longer requiring masks, and the Governor
73 is moving Vermont to an endemic approach.

74 Meg Baker wondered if they should replace the language with something along the lines of “following
75 public health guidance.” Because the masking policies have changed so many times already, she
76 wondered if the language could be replaced with something that wouldn’t cause the policy to be
77 amended repeatedly. Amy Mincher agreed.

78 Andy Hooper thought that the library policy was useful or worth doing only if it differed from state or
79 local mandates. There was no value to having a policy that says we will follow mandated public health
80 measures—we have to do that anyway.

81 Dana said that whatever the Trustees decide can be changed in the future. She said she wouldn’t feel
82 particularly supported if patrons were only required to follow guidelines set out by the staff. It is helpful
83 for the staff to be able to point to an official decision by the Trustees. Meg and Amy spoke about the
84 inclusion of language along the lines of “Respect the health and safety of other patrons.” Joe noted that
85 existing points in this policy are framed in negative terms, so any new policy would need to echo that
86 language.

87 Dana would not be satisfied with vague language that would give her the flexibility to enforce masking
88 or not. She is not opposed language that would empower staff to enforce health and safety, but believes
89 that the language should be more specific. Steve added that the mandates might need to change again
90 in the future, and that he agreed with Dana.

91 Joe suggested the language: “Failing to respect the health and safety of other patrons and library staff.”

92 The Trustees discussed the safety of immunocompromised people, which relates to the accessibility of
93 the library.

94 Meg Baker moved to replace existing item 15 on the rules of conduct policy with the following language:
95 “Failing to respect the health and safety of other patrons and library staff.” The motion was seconded by
96 Amy Mincher.

97 5 in favor, 0 opposed.

98 Action item: Dana will update the policy and post it to the library website.

99

100 **UPDATE ON ILSLEY 100 PROJECT TEAM**

101 Dana and Joe spoke about how they went before the Selectboard and presented the final report of the
102 working group on the renovation/expansion project. It was warmly received by the Selectboard, and
103 they unofficially agreed to go ahead with the charge that was developed for a new group, which will be
104 known as the Ilsley 100 Project Team. Joe and Dana are still looking to add a person who will spearhead
105 funding efforts.

106 Joe noted the changes made by the Working Group to the charge originally proposed by the Trustees.
107 The revised charge expands the scope of the Project Team to include not only design but also
108 community engagement and funding. The working group also removed language that required the
109 project team to focus solely on the existing location and building so as not to rule out other possibilities
110 if there is potential for other solutions.

111 It is anticipated that a renovation/expansion will require a bond vote. Give the timeline of the Project
112 Team such a vote would likely come at Town Meeting 2024.

113

114 **BOARD PLANS AND PRIORITIES FOR 2022-23**

115 Part of the role of the board is to establish the mission and strategic direction of the library. These have
116 not been reviewed or updated for some time. It was decided that June 12th, 2022, would be the date of
117 the spring retreat to address these questions.

118 The Trustees had a discussion about the future of the library. Steve believed that the vision of the future
119 of the library needed to reflect on the building and its resources. The Trustees need more background
120 information about trends and possibilities before they're ready to start planning and thinking on a
121 conceptual level.

122 Meg said it would be helpful if they thought about important data points at the spring retreat. For
123 example, they could look at trends of the Ilsley Library and research the trends nationwide. She
124 wondered if there was a way to think about what the community wanted, as well as how they could get
125 this information from them.

126 Joe noted that the Trustees have increasingly stepped back from dealing with the day-to-day runnings of
127 the library because they have been leaving that to Dana. It would be possible to carve out large chunks
128 of time from upcoming regular meetings to work on these questions.

129 Joe noted that taking a year to craft a mission statement would not be helpful to guide the Ilsley 100
130 Project Team given their tight timeline on the renovation expansion project. Dana suggested that the
131 mission statement would not take as much time as developing a strategic plan. Amy suggested coming
132 up with a strategic timeline of what they want to see happen over the course of 5-7 years.

133 Action item: Each Trustee will find 3 library mission statements and share them by April 4th so they can
134 be reviewed before the next meeting.

135

136 **BOARD COMMENTS AND UNFINISHED BUSINESS**

137 Steve asked if his title as convener of the Middlebury Classic Film Club constituted a conflict of interest.
138 Other board members assured him it was not.

139 Andy said that someone had asked him why the library was thinning its shelves below capacity. Dana
140 described this as "deaccessioning." Standard practice for libraries at full capacity is that for every book
141 that comes in, a book needs to come out. This has not been Ilsley's practice because of a staffing
142 shortage. During the pandemic, all the books came back at once, and there was no longer extra space
143 for the books in the collection. It looks like a dramatic change, but the current situation is much
144 healthier for the library.

145 **ADJOURNMENT**

146 President Joe McVeigh adjourned the meeting at 6:30 p.m.

147 The next regularly scheduled meeting will take place on Monday, April 11th, at 5 p.m. at Sarah Partridge
148 Library in East Middlebury.

149

150