

**ILSLEY PUBLIC LIBRARY BOARD OF TRUSTEES
REGULAR MEETING
JUNE 12, 2023
JESSICA SWIFT COMMUNITY MEETING ROOM
and via Zoom**

MINUTES – DRAFT

Board decisions are unanimous unless otherwise noted.

Present

Board members: Amy Mincher, President; Joe McVeigh, Treasurer; Natasha Sen, Claire
Tebbs
Library Director: Royce McGrath (Acting)
Public: Revell Allen, Kurt Broderson
Minutes taken by: Vivian Ross

MEETING CALLED TO ORDER

President Amy Mincher called the meeting to order at 5:00 pm.
See Board Packet <Board Packet 6.12. 2023.pdf> for agenda and accompanying documents.

APPROVAL OF MINUTES

The minutes of the previous regular meeting were accepted.

PUBLIC COMMENTS

Treasurer Joe McVeigh congratulated Recording Secretary Vivian Ross on graduating from Middlebury Union High School and giving a speech at the ceremony.

DIRECTOR'S REPORT/BRIDGE PLAN ACTION ITEMS UPDATE

Acting Library Director Royce McGrath highlighted the unhoused people mentioned in the director's report, adding that she believed the issue would only become more difficult later in the summer. On Saturday, after Royce had made the report, someone had set up a tent and was sleeping on library grounds, and was then removed by the police. There was another negative interaction with an unhoused person in the library lobby, and the police had to be called.

Amy asked if Royce had received guidance from the police, Royce answered that she had instead received guidance from other libraries experiencing similar issues, including resources the library can connect people with and an upcoming workshop about emotionally supporting people in crisis. Other library directors emphasized welcoming everyone and making policies based on behaviors, not people. Amy mentioned that there was a committee focused on diversity, equity, and inclusion (DEI) hoping to look over town policies and their approach to unhoused people. Board Member Natasha Sen asked if Royce had talked to the Fletcher Free Library in Burlington, as they may have other suggestions and resources. Royce said this was a good idea.

FRIENDS OF THE LIBRARY UPDATE WITH REVELL

Revell Allen updated the Board on the recent projects of the Friends of Ilesley Public Library. The June Friends board meeting was canceled, the next meeting is 6:30 p.m. on Thursday, July 13th. The Friends' current focus is increasing membership, particularly lapsed members. There are 33 new members this year, 86 renewed current members, and 10 lapsed members who have renewed. One project is to go through the names of lapsed numbers and find ways to contact them in more personal ways (e.g. sending postcards from acquaintances). The Friends also want to increase public visibility through buttons, stickers, and postcards, ideally before Field Days. Revell said she hoped more Friends would sign up for shifts at Field Days and Thursday/Friday events on the green. Revell will attend the August Ilesley 100 meeting at Town Hall Theater and hopes others will too. After the Ilesley Trustees' retreat, Revell hopes the Trustees and Friends can meet to go over the Memorandum of Understanding (MOU), discuss any changes, and make sure tasks are not duplicated.

Amy added that the Trustees, library staff, Friends, and Friends Trustees would also have to meet to delegate tasks and events from the brainstormed 100th anniversary activities list. Revell said the ice cream and book sale event could be part of the celebrations. Joe congratulated Revell on the new book sale posters and thanked her for her leadership and positive interactions with the Trustees. Amy said the Project Team wanted to have a presence at the downtown Thursday markets, and it would be good to have a united front between the Project Team, Trustees, and Friends. This would be a useful way to bring attention to the August meeting at Town Hall Theater. Royce asked Kurt Broderson if he had a tent that could be used at the markets. He has a 10 by 10 tent and one on the way that has MCTV and Ilesley branding.

100TH ANNIVERSARY PLANS

Amy referred to a spreadsheet of ideas for celebrations which included the following:

- A kickoff event: panel discussion with Laurie Patton and notables;
- Monthly youth bulletin board decorations of children's books throughout the decades, starting with the 1920s in November 2023;
- Celebration T-shirts;
- (October) Community photo/video contest with the theme of generations, the winners of which would be displayed in the lobby;
- (December) Historic library photos displayed in the building;
- (March) Design competition for new tote bags/library cards;
- (May) Ice cream at the Friends' book sale, which could be recurring;
- (May) A party in the garden or empty library;
- Summer reading program with the theme "100 years of reading," orchestrated by Tricia;
- (August): Block party, location TBD;
- Other ideas to consider are as follows:
 - Time capsule;
 - Library-related movie screening at Town Hall Theater;
 - Location broadcast with Bruce at the radio;
 - Commission local artist to make library-related collage;

- Ilsley birthday party (invite the Selectboard);
- Storytelling events, e.g. “I remember the library when...”;
- Top 100 most checked-out books from Ilsley;
- Social media posts on “what we love about the library”;
- Highlighting staff members, e.g. “I love my librarian” (spearheaded by Trustees);
- Architecture tour of library-related locations around town (e.g. books on sticks), which could be good warmup for temporary library situations in the future;
- Bathtub redesign/repaint;
- “Underneath the Lentil” for retired communities;
- 100-piece Lego design competition;
- Memory activity with Project Independence (tied into storytelling).

The main concern is feasibility, whether the Trustees and staff would actually be able to take these ideas on. Joe noted that in the bylaws said the Board can make committees including people not on the Board, which would be beneficial for planning and community engagement. Board Member Claire Tebbs said that picking a few items and doing them thoroughly could be more effective than doing everything. Amy said another concern was incorporating all different age groups. Claire suggested brainstorming with Kurt about MCTV involvement in the celebrations. Kurt said MCTV played a role in the previous storytelling events and could help with that.

Revell mentioned another celebration possibility: having a playwright write about the founders of the library that would be performed by staff (and others). Joe noted that there was a duel between Ilsley and Battell, which could serve as the subject for such a project. Claire mentioned getting Lindsay Pontius involved in a project of this kind. Joe also emphasized the importance of strategy and increased engagement prior to the bond vote, like having events before the vote, as Natasha added.

PROJECT TEAM UPDATE

Joe reminded the Board that the field of interested firms was narrowed from six to four, but one dropped out so now it's three. A clear survey of the properties and elevations of the library is necessary, but the old survey is a bit off, and the library property seems to be less than previously believed. There is a very detailed survey of the property on the Ilsley website. The next Project Team meeting is Thursday, June 13th, at 10:00 a.m., where they will be receiving the conceptual designs and discussing how to evaluate them. The main idea is to go back to the pillars that already existed and looking at the extent to which each design meets pillars as well as any cost issues, how nice the designers are, and the extent to which the architecture meets the needs of the library. The three firms will submit electronic and paper documents of their conceptual designs on July 7th, and Trustees and staff will receive copies and will be asked for feedback. There will be diagrams, pictures, narratives, etc., initially anonymous. The Project Team will later invite firms to present in person to the Team and a few architects, at which point the designs are no longer anonymous. Each of the firms will give a public presentation on August 9th, and in July and August there will be models or pictures of each design in the library lobby, town hall, or other location where people will be able to take a look and leave comments.

Joe pointed out that a main concern is that even if it's made clear that the designs are merely conceptual and don't necessarily work, people will likely still become attached to specific designs (or detest them). Claire said it would be important to have signage explaining what "conceptual design" actually means so the public is on the same page. Amy emphasized the importance of being careful when writing the public feedback form too.

BYLAWS REVIEW

Amy reviewed the Bylaws with the trustees. During the review Joe said there were a few things to look over, like whether the treasurer is in charge of looking over all fundraising endeavors or whether there are special ones that aren't the Board's responsibility. The bylaws also say that the Board annually reports on the library to the public but in reality the Director does that, so this policy should be reviewed as well.

COMMITTEE APPOINTMENTS

Amy appointed Natasha Sen to be a member of the governance committee with Meg Baker. Amy also appointed Claire Tebbs as the liaison to the MCTV Board. The Board and Kurt brainstormed how Claire could attend MCTV meetings, as she is currently unable to, eventually deciding that Kurt and Claire would discuss scheduling (or potentially recording MCTV meetings) in the future.

Due to the upcoming retreat and lack of urgent agenda items until August, the regular Board meeting previously scheduled for July 10th is canceled unless later decided otherwise.

RETREAT AGENDA REVIEW

Amy reviewed the agenda for the retreat attached in the monthly Board packet.

BOARD COMMENTS AND UNFINISHED BUSINESS

There were no comments or unfinished business.

ADJOURN

President Amy Mincher adjourned the meeting at 6:30 p.m.

The next regularly scheduled meeting will take place on Monday, August 14th, at 5 p.m.