

DOROTHY ALLING MEMORIAL LIBRARY

TRUSTEE MINUTES FOR NOVEMBER 21, 2017

UNAPPROVED

Present: Karla Karstens, Kristin Caterer, Barbara Mieder, Sarah Hibbeler (Youth Services Librarian)

Absent: Jude Hersey, Jeff Dannies, Kathy Fernee, Steve Perkins, Marti Fiske (Librarian)

There was not a quorum to conduct official business.

Policy Review: Sarah Hibbeler presented the Board with a proposal initiated by community members to review the policy regarding the minimum age requirement for unattended children to give equal access to children in the same grade. The policy (#3) currently states: "Children aged nine and older may use the library unattended." The proposed change would read: "Children in third grade (ages 8-9) and older may use the library unattended," and the previous statement (#2) would change to: "Children aged seven or younger shall, at all times, be attended...". The reasons for proposed changes are as follows:

- This change would align with the school configuration. Grades 3-8 attend Williston Central School.
- The Tuesday early release schedule at the library provides programs for grades 3 and up.
- ALA best practices say that the age limit for unattended children should be a community decision.
- There is no consensus among Vermont libraries as to minimum age requirements. Again it is a community decision

The trustees present listened to and discussed the proposed changes and were in full agreement with the proposal. It will be brought to the full board at the December meeting, and if the rest of the trustees agree, the policy change will be warned for a vote in January. In the meantime it was suggested that the library act according to the proposed policy change.

Secretary's report: Approval of the secretary's report was postponed until the next meeting.

Friends of the Library report: The Friends had a successful fall program on October 23. At the last meeting they approved the donation of 10% of book sale profits to benefit flooded libraries in Louisiana, and they are also using a portion of the profits to pay for postage for books donated to an Indian Reservation. They also agreed to fund a Lego Kit for children's programs (and a second kit if one was desired/needed). They will sponsor the annual holiday dinner for the staff at a restaurant of the staff's choosing. The annual holiday decorating party will be at 10:30 on December 3. This will include gingerbread house making for children as well as holiday music.

Budget report: The budget target is 33%, and all lines look to be on track although there were questions about the line "Training and Conference Fees" which seemed very high.

Staff report: Sarah Hibbeler reported:

- Bookmobile visits to Williston's four largest childcare centers resumed in September.
- Each center gets a monthly visit lasting approximately 90 minutes
- There are story times at each center and materials support for teachers
- In a typical month there are 9 story times for 150+ children.
- Sarah's goal is to get more teachers and staff onto the bookmobile.

Librarian's report:

- The Board looked at October's statistics which were down significantly (14-27%) over October 2015 due to the fact that the library was closed five extra days during the month because of the concrete work in the courtyard.

New business:

- A. The attending trustees recommended changes to meeting dates due to federal holidays in January and February: January 9 and February 13. This will be formalized at the December meeting.
- B. Karla suggested some additional goals for the library after attending the Vermont Library Conference.
 - She would like to see the library become the "fourth leg" in the community so that it is regarded equally with the town police, fire, and public works departments.
 - She would like to see the trustees take on more tasks such as becoming a sub-committee on helping make decisions such as furniture selection for the library's space reconfiguration.
 - She would like to see the library get more involved in the community. Her suggestion was to host a "volunteer fair" at the library to help recruit volunteers for town boards and commissions as well as other non-profits.

Everyone in attendance agreed with Karla's ideas and stressed the importance of meeting the community where the people are by addressing the needs and desires of community members. These ideas will be discussed again when the Board has a quorum.

Adjourn: The meeting was adjourned at 7:55.

Next meeting: December 19, 2016, at 7 p.m.

[Special note: Barbara Mieder is unable to attend the December meeting and a volunteer will be needed to take the minutes for her.]