

Starksboro Public Library Board of Trustees Meeting
Monday, July 10, 2023 | 4:30 - 6:30 pm

Trustees in Attendance	Katie Antos-Ketcham, Christa Finnern, Kate Gagner (Zoom), Jake Mendell (Zoom)
Others in Attendance	Catherine Goldsmith, SPL Director
1. Call to Order	The meeting was called to order at 4:40 pm.
2. Opener	What's a dinner that describes your life right now?
3. Approval of June Minutes	Discussion - None Motion to approve minutes as written - Katie Second - Jake All in favor; motion passed
4. Librarian's Report	Catherine shared a first look at a draft logo created by a community resident so that SPL has a visual representation to put on products and signify when it is in collaboration with other projects and organizations. The Trustees gave feedback and talked about how to convey all of the resources and services that the library provides and to connect the logo with the SPL vision and mission statement. Next, Catherine reported on the progress of the "All Together Now" summer reading event. It has been very popular so far! She shared the badge collector (bracelet/carabiner) and explained that kids who participate get a badge every time they visit the library and can work on a collaborative art project when they visit as well. August 5th at 11am will be a "One Man Circus" show. Look for more information coming soon!
5. New Business A. FY 22-23 Financial Review <i>(cont'd.)</i> B. Annual Policy Review (Finalize Operations,	A. Nothing new to report. B. a. Finalizing the Operations policy was tabled due to members being absent/on Zoom. b. The Trustees began to examine the language of the Bylaws:

Review [Bylaws](#),
Review Materials)
C. Continue Work Plan

- i. Article I. Purpose: Suggestions were made around clarity, brevity, and removing redundant information.
 - ii. Article II. Membership: Language will be adjusted to remove gendered pronouns and develop consistency around capitalization. Questions were raised on whether or not policy language should be created around how Trustees exit the position as well as the existing language on how they are installed. Katie will conduct additional research to see how other libraries address this.
 - iii. Article III. Powers & Duties: Consolidate/remove redundancies between Articles I and III. A request for language clarifying "status of patrons and the process for presenting programs in the Library" was made. Policies will henceforth be reviewed "regularly" versus "annually" to save time and increase flexibility.
 - iv. Article IV. Officers: No changes suggested or made.
 - v. Article V. Meetings. No changes suggested or made.
 - vi. Article VI. Committees. Change "will" to "may" in the first sentence as the necessity for additional committees is rare and not all committee members will always need to be Board members.
 - vii. Article VII. Quorum. Removal of redundant language around what constitutes a quorum.
- c. Katie moved to table discussion of Materials until September. Kate seconded.

C.

1. Christa summarized Selectboard draft minutes from 6/6/23, which reflected the ARPA Committee's ranking of proposals and notes from the discussion. SPL's Town Hall Accessibility project ranked 4/11.
2. Katie asked the Board to stay tuned re: ALA Community Conversations, participate as able, and work to promote upcoming programs related to this \$20,000 Accessibility grant.
3. Christa and Katie have scheduled Catherine's Annual Evaluation.

	<ol style="list-style-type: none"> 4. Katie and Catherine agreed to communicate in order to submit an addendum to the "needs assessment" to the DOL re: engineering support for the first floor to be able to accommodate more weight. This is a preliminary step to applying for funding later in the fall. 5. Kate will contact Catherine to make a plan so Kate learns how to add minutes and agendas to the SPL web page. Catherine also offered to help post agendas at the Starksboro Post Office and Town Office.
6. Adjournment	<p>Katie moved to adjourn the meeting at 6:27pm. Kate seconded. Meeting adjourned at 6:27pm.</p>
Upcoming Meetings	<ul style="list-style-type: none"> ● No August Meeting ● September 11, 2023, 4:30pm

Respectfully submitted,

Kate La Rivière Gagner