

Town of Springfield
Library Board of Trustees
Tuesday, July 16, 2019

*Minutes **APPROVED** on September 10, 2019*

1. The meeting was called to order at 6:30PM Minutes:

Present: Jen Dechen, Herb Jamison, Anna Boarini, Sara Druen, Sue Dowdell (director), Barbara Ball (minutes),

Absent: Margie Reurink, Ralph Jacobs

6:30PM called to order

2. Additions/ subtractions to the Agenda :

Jen requested adding a discussion on unaccompanied children in the library.

Jen said that she had received feedback from staff that they would like the unattended children section of the policy to have its own bullet point on the website. Discussion that some parents are dropping off their kids at the library for the entire day. These kids are over 8 years old and haven't been disruptive.

Board agreed that having this topic be its own bullet point on the website makes sense, for clarity, but since the overall policy remains the same, this is an administrative and not a policy change. The staff can take care of this.

3. Public comments

N/A

4. Review and approve minutes from the June meeting

Minutes from the June meeting were reviewed and approved as written. (Barbara motioned, Herb second.)

5. Director's Report

Sue reported on the tasks she has engaged in during her first six days: She met with Amy Howlett twice to learn about the library. Learned the opening routines and the KOHA computer system and covered several shifts. Connected with staff members regarding their job duties and their suggestions for improvement in the library. Sent out adult nonfiction book orders. She met with the representative from Baker & Taylor (book vendor) and the chair of the Town's Energy Commission. She spent time learning the budget process, attended the July FOSTL meeting, and reviewed the approved strategic plan, as well as materials from Catamount Library Network.

6. Introductory discussion with new Director

Introductions made. Discussion of plans, some dreams and expectations.

Quick brainstorming activity by some board members and Sue re the library included:

- Hosting a mini-golf fundraiser in the library
- Question of what volunteers are able to do at the library? Sue will try to get this information. I.e. for folks with community service needs, etc.
- Prioritizing updating the lighting on the 2nd floor.
- Looking for info from OverDrive re e-book usage.
- Having moveable shelves on 2nd floor as they are in the children's room. Sue said it would be doable but expensive.
- Having check-out-able mobile hot spots
- Discussion re the economic divide in Springfield which also ends up being a technological divide.
- The idea of having pop-up libraries in town on certain days of the week (which let you connect to WIFI and be able to download ebooks.) These cost roughly \$3500 apiece. If the idea was possible at all, pop-up library sites could be the Springfield Warming Shelter or the Family Center, etc.
- Can River Valley Tech Center kids all get library cards regardless of whether they live in Springfield?

7. Next meeting date: Tuesday, September 10th, 6:30PM.

8. Motion to Adjourn: (Barbara motioned, Sara second). 7:27PM