Fairfax Community Library

BFA Fairfax School Board

Joint Board Meeting

Thursday, October 21, 2021

**Present:** Sandy Alexander,Ashley Bartley, Emily DiGiulio, Lisa Griswold, Alan Maynard, Joy Mercer, Kathi Muehl, Liz Noonan, Nicole Vance

**Call to Order:** 6:32pm

**Public input:** None

**Approval of Minutes for April 15, 2021, Joint Board Meeting:**

Approved without corrections

**Correspondence:** None

**Highlights of Quarterly Reports – Librarians:**

\*School\* A lot of activity in library since the start of school – Students have been back in the space.

The library has taken part of the Sustainable Shelves Program. Allowing them to clean out old material. The program is only open to public libraries, since we are a joint library the school has been allowed to participate. A volunteer loads Title, ISBN and number of copies in a spreadsheet that is uploaded to the program. Have shipped out over a thousand books. All recycled books go to a pulp factory to make paper.

\*Town\* The town library has been busy since the last meeting. The summer kickoff event was a collaboration with 802 reptiles in early July. This was the first fully in person programing since closing the library to the public.

Collaboration with Parks and Recreation allowed kids to attended weekly youth programs. Received grant from VT Dept of Libraries of $200.

The library also hosted the following events: author talk with RJ Bachelor, Pre-K story time, book club and bird exhibit “Stories in the Forest.”

Collaboration with FRNE – community members read diverse picture books and read aloud on library website and Facebook page for the community.

Elizabeth LaRosa organized the summer programing with the help of assistant Madeline King, who was a great addition to staff.

**Updates:**

* Early Literacy Project: We have had three opportunities for early literacy installments and have put together packets for literacy materials for children 3-5 years old. These packets go out to the families in the community who have opted in. Outreach starts with the teachers of Pre-K and kindergarten teachers. Current book is Bear says Thanks 110 packets have been dispersed with arts & crafts and a skills workbook. We are able to do this with the help of a generous donation from a community member. With the remaining funds, books will be bought for kindergarteners and first graders to choose from. Will research how many second graders there are to be potentially included.
* American Rescue Grant: In the month of July every public library was encouraged to apply for funds through the American Rescue Grant. Our library was granted funds for use of variety of ways to support patron access and outdoor programing. Majority of our funds are going towards outdoor drop box for retuned books. Will need to report next summer 2022, on how funds were spent.

**New Business:**

* School policy/procedures that effect the library: A buzzer was installed in the library allowing public access during the day. This will impact the library schedule and will be discussed with the library trustees. We ask that patrons continue to wear masks.
* Staff: The town library is short staffed and is advertising for a part-time circulation assistant and substitutes. Position is advertised for 8 hours a week, two evening hours and Saturday hours, to ensure more than one staff person in the library. Liz Griffin and Emily will be completing interviews.
* Insurance coverage for town part of library: It seems that the insurance that covers the school library does not cover town portion of library. Lisa is researching if town can get a rider policy and how we go about assessing the amount of insurance needed. School and town book collections are separated by how they are purchased (funds/budgets).

**Other:**

Selection and Reconsideration policy: Joy has presented and updated selection and reconsideration policy to better circumnavigate the process of book selection and reconsideration. Sandy Alexander moved to adopt new policy with the revision of Joint Library Board to replace “working committee” where needed. Kathi Muehl seconds. Motion has been approved, unanimously.

Liz would like to thank Joy, Emily, Nicole and everyone in the library for hanging in there during COVID.

**Next meeting:** April 28th, 2022 at 6:30pm

**Meeting Adjourned**: 7:20pm