

Fairfax Community Library - BFA School Library
Joint Meeting
April 17, 2025
6:30 p.m.

ATTENDING

Community Library Trustees Jolie, Marti Sterin, Barbara Murphy, Liz Griffin, Pat Bakir; BFA School Board Members Katie Haddock and Jolie Frechette; Superintendent John Tague; Librarians Sue Wade and Joy Mercer. Chaired by Barbara Murphy, Chair of the Community Library Trustees.

Joint Meeting members: Barbara explained that the Joint Board includes 4 voting members: The Fairfax Community Library Trustees Chair and Secretary; and two School Board members. All others are welcome to join, as is the general public.

CORRESPONDENCE

No correspondence

QUARTERLY REPORTS

The librarians are very happy to be back in the school, although still difficult for people to come in and out. This week the library bathroom was finally made available. The sidewalk in front has been poured, there are filled flower boxes in the front, and they are working on the new library door, which is a separate entrance from the school.

Refer to the First Quarter Report for details of visits, books checked out, etc. It is attached to the end of these meeting minutes. In addition, there are a few things that are not in the report because they are so recent.

Ramifications of federal cuts and how this is affecting both libraries:

- Some services have been cut, such as the SWANK movie license which gives us access to movies for teaching purposes. The Green Mountain Library Consortium is underwriting the cost for the next year, through May 2026. The community library is also covered by this license, with some stipulations.
- Currently, every library, public and school, has access to Vermont and other online databases, thirty of which are used for research purposes. VT Department of Libraries (DOL) can keep it going for now. It last cost the school \$300 in 2016 and might be something we have to consider putting back into our budgets in the future.
- VTDOL has put a priority on keeping the interlibrary loan system operational, but that might possibly also be a cost we have to pay in the future.
- For the visually impaired and others, the ABLE program will be cut at the federal level, which partly pays for the VTDOL system.

UPDATES

Summer operations: The Community Library will move to the Town Offices for the summer. We will have weekly themes and activities. The summer reading program will continue and other programming will be coordinated with Parks and Recreations.

Early Literacy Project: we have no report on that because Lisa Griswold and Noelle have not spoken to each other recently. Noelle was directly funding this, and we have an additional \$1,100 still available. We will need someone from the school or town to take it over, and will get an update on this at the October meeting.

School Renovations: John Tague reported that as soon as next week, the main office and entryway will be completed. The front may be a little more open, but still will not be accessible to the public since it's the construction staging area. Liz Noonan has done a huge job in management and operations and supporting the process.

Some requests/points to consider:

- Barbara - Make sure that we have parking spaces available for the librarians to easily access the library, including an area accessible for trolleying books in and out. Sue will coordinate with Liz Noonan.
- Sue - Right now, the handicapped door to the library doesn't have any way for people to get in and out - there is no space cut out for installing a button to push for automatic opening.
- Sue - Some of the lights work on motion sensors, so are not safe if there is a security lockdown.
- Joy - can the flower boxes be planted for the summer?
- Are there any plans for the mural? Librarians answered that there will be a group effort to plan and paint it once they are back in the school in the fall.
- The Community Library will not move back until parking is available for library patrons. That is a requirement from the Town Development Review Board, to have specifically marked parking for handicapped and community library patrons.

Communications: We are using all media available - social media, town website, calendar on town website, to communicate summer library plans.

ACT 150: In the quarterly report there are links to Act 150 which helps protect libraries from people unilaterally trying to ban books. The Community Library has a Community Library and Selection Reconsideration Policy. Joy says this needs a bit of tweaking for the school library; the VT School Library Association has put out a policy that also requires review. **That must be**

adopted by both boards separately to be totally legal; this needs to be done by July 1.

Relevant documents are here:

- [VT Act 150](#)
- [Public Library Model Collection Development Policy](#)
- [VSLA Selection of Library Materials](#)

The updated and adopted Act 150 also stipulates that in public libraries only parents of a child under 12 can review what a child has borrowed from the library. Children ages 12 and over can get their own library card without parents' permission. The school library falls under different legislation and parents can see records for any children up to the age of 18.

NEW BUSINESS

Next meeting October 16, 2025. Hopefully in the new library.

End of Meeting at 7:39 pm: Pat moved to adjourn, Jolie seconded



First Quarter Report 2025

January - March

School Library Report

Public Library Report

Act 150

Program Planner's Report

Holdings and Circulation Statistics

Other Library Statistics

Financial Statements

School Library Report Joy Mercer

On November 25th we were able to start moving back into the library. On December 2nd we had classes in the library. It was a very hectic few weeks getting everything settled back in and we had some great volunteers to help us. Since then, there has been a steady increase of students (MS & HS) using the library. It was so nice to have the library available for the group of HS ELA students that had been sitting in the hallway all fall.

The library has new lighting, ceiling tiles, heat, AC, and ventilation. We are still getting used to the new configuration of switches and controls. Shelving in the adult and nonfiction section was rearranged to accommodate the new doorway on the front of the building. The library was also painted which was wonderful, except for the unexpected and painful loss of the children's area mural. We will be working with art teachers, students, and community members to create something new.

Grades K-4 have heard all ten of the Red Clover Book Award nominees and are looking forward to voting for the state book awards in May. Grade 5 Book Group classes read *The Wright 3* by Blue Balliet and will choose personal reading books for the remaining few weeks. All of the high

school ELA classes got a lesson on research skills, finding factual information, and evaluating websites for their spring project.

Public Library Report Sue Wade

This quarter has flown by!

It seems as if it was just the holidays, and here it is spring - well, almost!

Although we still have to walk people back and forth, we are beginning to feel that there is an end to the construction. The new door has been installed and that makes it feel as if it's just a matter of time until we will be fully functional again.

We are looking forward to this summer when we will partner with the town offices to have a temporary space there. We hope that will mean that we can expand our hours and see many more patrons who were not able to make the trek through the school

Act 150

[VT Act 150](#)

[Public Library Model Collection Development Policy](#)

[VSLA Selection of Library Materials](#)

Program Report -- Elizabeth LaRosa

The first quarter was a kind of settling back into routine. I've picked up a few new regulars for my afterschool programs, and I've had a number of successful and well attended adult programs as well! I was also able to start up the lego club again, and have moved it to Fridays so it can be a weekly event. It's become one of my most regularly attended programs! We also were able to host an extremely well attended program from Vermont Herpetofauna. One of our wonderful patrons had given us a gift voucher for a program from them, so we were able to host what would normally have been a \$150+ program for free!

Program Stats

	# of Juv. Programs	Juv. Program Attendance	# of Adult Programs	Adult Program Attendance

Q1	30	200+story time	6	10+book group
Q2				
Q3				
Q4				
Total 2025				

Attendance by Age	0-6	7-12	Teen/YA	Adult
Q1	26+story time	142	1	44+book group
Q2				
Q3				
Q4				
Total 2025				

Statistics

Library Holdings

Material Type	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter
Non-fiction	15118			
Audio Media	250			
Visual Media	1009			
Children's Fiction	16924			

Adult Fiction	7452			
Adult Graphic Novels	168			
Professional	178			
Parent Shelf	430			
Reference	689			
Equipment	20			
Games	138			
Music	24			
Kindle	2			
Map	20			
Snowshoe	12			
Passes	12			
STEM Kit	10			
STEAM Backpack	7			
Total	42458			

Number of Patrons

Type	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter
Student	967			
Faculty & Staff	165			
Community	1892			
Non Resident Fee	83			
Homecard patrons	123			
Total patrons	3230			
NEW public patrons	23			2025 total =

Circulation

Circulation By Material Type	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter
Non-Fiction	2699			
Audio Media	220			
Visual Media	42			
Children's Fiction	4651			
Adult Fiction	888			
Professional	4			

Parent Shelf	16			
Reference	23			
Books from VT Dept. Libraries (Large Print)	0			
Games	12			
Print Magazines	1			
Kindle	0			
Snowshoes	9			
Other	69			
Passes	2			
STEM Kit	0			
STEAM Bkpk	0			
Equipment	0			
Total	8636			
Running total Circulation 2025	8636			

* Student accounts close in late May, for the summer

Print Circulation By Patron Type	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter
Student	4432			

Faculty & Staff	1047			
Community	2141			
Daycare/Schools	6			
Homecard	11			
Non Resident Fee & exempt (public patrons)	161			
In Library Use	79			
Inter-library Loan	186			
Total	8063			

Listen Up VT / Libby

	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Total 2024
LUV Audio Checkouts	995				
LUV eBooks Checkouts					
Unique LUV Users	151				
LUV New Users	15				
<u>Titles</u> in LUV	Audiobooks - Ebooks -	Audiobooks- Ebooks-	Audiobooks- Ebooks-	Audiobooks- Ebooks -	Audiobook s - Ebooks-

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Inter-library Loan Stats

	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Total
Incoming for our patrons:					
Public					
School	18				
Total incoming					
Outgoing to other Libraries	Public - School - 13 Total -	Public - School - Total	Public - School Total	Public - School - Total	Public - School

*Multiple copy requests for book group are now going through ILL system

Public Usage Stats

Public Use Stats	2024						
	Computer Usage*	story hour adult	Story hour child	# of vol.	Vol. hrs.	Website Monthly - unique visits	FB Friends
Jan	9	19	28	3	17		
Feb	12	13	32	2	16		
March	6	16	36	2	20		
April	n/a	12	36	1	9		

May	n/a	14	35	2	35		
June	n/a	6	9	2	33		
July	2	9	24	2	25		
Aug	1	10	32	2	23		
Sept	2	6	20	1	20		
Oct	1			2	30		
Nov	1			6	40		
Dec	0			7	36		
Total	34			30	304		

*Under reported as people often forget to sign in.

Database Sessions

Database	1st Quarter	2nd Quarter	3rd Quarter (Summer)	4th Quarter
VT Online Library	1559			
Scholastic Go (Grolier Online)	452			
PebbleGo	3559			
PebbleGo Next	750			
Destiny WebPath	5			

BFA-Fairfax OverDrive Checkouts

Digital Audio & Ebook Collection

	Jul-Sep	Oct-Dec	Jan-Mar	Apr-Jun	Total
2013-14	63	268	240	174	745
2014-15	58	164	69	49	340
2015-16	27*	452	423	216	1118
2016-17	62*	141	163	127	493
2017-18	41*	165	55	61	322
2018-19	45*	131	98	106	380
2019-20	62	138	77	50	327
2020-21	42	88	41	65	236
2021-22	12	8	4	2	26
2022-23	11	76	40	22	149
2023-24	3	133	66	4	206
2024-25	7	256	16		

*Students did not have iPads July-Aug so this represents September checkouts. Students now (2019) have the option to use personal devices.

School Usage Stats

Walk-in students (ms/hs) not with classes

	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total
2014-15	58	470	678	510	550	701	551	912	825	852	387	6494
2015-16	90	663	669	468	360	480	381	658	446	601	276	5092

2016 -17	52	759	844	633	562	685	471	460	523	849	424	6262
2017 -18	116	1161	818	961	553	956	674	768	868	1150	403	8428
2018 -19	195	961	926	722	597	881	598	706	657	957	214	7414
2019 -20	164	823	967	902	869	1242	736	506**	0**	0**	0**	6045
2020 -21	0**	0**	0**	0**	0**	0**	0**	0**	0**	0**	0**	0**
2021 -22	241	1364	1197	1050	870	1313	861	1354	883	1075	220	10428
2022 -23	0	677	824	1064	818	1065	747	803	768	906	410	8082
2023 -24	29	505	653	540	420	681	692	624				
2024 -25	0***	0***	0***	0***	119	455	298	690				

**COVID 19 closure from 3/17/20 - 6/2021

***Library closed during construction

Financial Statements
School Library

FAIRFAX TOWN SCHOOL DISTRICT
Library Financial

Report # 70994

Statement Code: LIBRARY

	Revised Budget	Reported Period	Encumbrances	Balance to Spend
Account Number / Description	7/1/2024 - 6/30/2025	7/1/2024 - 6/30/2025	7/1/2024 - 6/30/2025	
1001 GENERAL FUND				
2220 LIBRARY				
1001-000-51-16-0-2220-5-5111-000 LIBRARY SALARY	72,680.00	51,312.64	23,187.36	(1,820.00)
1001-000-51-16-0-2220-5-5210-000 LIBRARY BENEFITS	36,110.00	0.00	0.00	36,110.00
1001-000-51-16-0-2220-5-5211-000 INSURANCES	0.00	24,811.94	5,514.10	(30,326.04)
1001-000-51-16-0-2220-5-5219-000 HRA	0.00	2,000.01	1,999.99	(4,000.00)
1001-000-51-16-0-2220-5-5220-000 LIBRARY FICA/MEDI	5,880.00	3,523.60	1,773.84	582.56
1001-000-51-16-0-2220-5-5229-000 CHILD CARE CONTRIBUTION	0.00	201.18	0.00	(201.18)
1001-000-51-16-0-2220-5-5251-000 LIBRARY TUITION REIMBURMENT	1,800.00	0.00	0.00	1,800.00
1001-000-51-16-0-2220-5-5261-000 LIBRARY UNEMPLOYMENT	0.00	13.11	0.00	(13.11)
1001-000-51-16-0-2220-5-5271-000 LIBRARY WORKERS' COMP	0.00	781.67	0.00	(781.67)
1001-000-51-16-0-2220-5-5341-000 LIBRARY CONTRACTED SERVICES	8,500.00	7,974.00	0.00	526.00
1001-000-51-16-0-2220-5-5533-000 LIBRARY POSTAGE	750.00	0.00	0.00	750.00
1001-000-51-16-0-2220-5-5611-000 LIBRARY SUPPLIES	1,800.00	600.76	758.44	440.80
1001-000-51-16-0-2220-5-5641-000 LIBRARY BOOKS	15,000.00	8,719.72	5,807.10	473.18
1001-000-51-16-0-2220-5-5642-000 LIBRARY PERIODICALS	3,000.00	1,077.99	0.00	1,922.01
1001-000-51-16-0-2220-5-5651-000 LIBRARY AV MATERIALS	1,000.00	0.00	0.00	1,000.00
1001-000-51-16-0-2220-5-5735-000 LIBRARY SOFTWARE	2,000.00	1,938.44	0.00	61.56
1001-000-51-16-0-2220-5-5739-000 LIBRARY EQUIPMENT	1,000.00	0.00	0.00	1,000.00
TOTAL 2220 LIBRARY	\$149,520.00	\$102,955.06	\$39,040.83	\$7,524.11
TOTAL 1001 GENERAL FUND	\$149,520.00	\$102,955.06	\$39,040.83	\$7,524.11
GRAND TOTAL	\$149,520.00	\$102,955.06	\$39,040.83	\$7,524.11

You have reached the end.

Thank you,

Joy , Sue and Elizabeth

