Fairfax Community Library Joint Board of Trustees Meeting

Joint Board Unapproved Minutes

Thursday October 22nd, 2020

(attendance via remote access)

**Meeting called to order**: 6:33pm

Present: Lisa Griswold / Board Chair, Pat Gallant, Ellen Holmes-Henry, Emily DiGiulio / Community Library Director, Joy Mercer / BFA School Librarian, Nicole Vance / BFA School Asisstant Librarian, John Tague / BFA HS Principal, Sandy Alexander / School Board Member, Kathi Muehl / School Board Member, Brad Ducheff / Fairfax Town Manager, Sheri Rainville / Fairfax Select Board Member

**Approval of minutes:** From May 28th, 2020 Joint Board meeting. Minutes were approved

**Quarterly reports:**

Joy and Nicole:

\*“It was an interesting report to put together.” Since the onset of the pandemic there have been dramatic changes in scheduling. It seems like whenever we’ve tried to settle into a routine, something changes. With the pre-K through 4th grades switching to a four day a week (M,T,TH,F) schedule the library cart visits to the classrooms has changed. The new schedule for classroom visits was sent to teachers today and has classroom visits spread out over two weeks.

\*Requests for books have come from middle school and high school students as well as from teachers. The cart (which was purchased with covid funds) being used to make classroom visits has worked out really well. In the younger grades the cart seems to be working better for the children and the teachers are pleased with how it’s going.

Emily:

\*On the community side the curbside pick-up is now two days a week, Tuesday and Thursday from 3-7.

\*The number of phone and electronic requests are up and we’ve received positive feedback regarding how the library is helping people.

\*The summer reading program was done virtually and supplies for projects were picked up curbside. Around 70 children took part in the program and they read over 1300 hours. The grand finally was a socially distanced performance by Modern Times Theater.

\*We have held a virtual book club and had activities on Facebook, which presented by Elizabeth.

\*Laurel Sampson was our Summer Student Assistant and she is continuing as a volunteer during the school year.

\*The number of audio books borrowed increased by 15% and e-book requests up 30% both through the Listen Up Vermont services.

\*And we’ve partnered with the Fairfax Rec Department to bring back the Story Walk on the rec path.

**Strategic Plan Update:**

Pat:

Our new strategic plan (which is in its second draft right now) will be ready to be voted on at the next library board of trustees meeting. It is based on the community feedback we received from the survey. A subcommittee was formed and we’ve received feedback from Brad, Joy and Ann Marie Parent all of which helped enrich it.

There are three main categories: 1) Community engagement (programs and involvement) 2) Lifelong literacy and learning (early literacy program) and 3) Safe Learning Environment.

Our bylaws are also being updated to match with the updated strategic plan.

It’s also important to note that current and past board members were actively involved in these updates.

**New Business:**

\*There are no new school policies that impact the library.

\*When can we expect to be able to have “in-person” visits to the library?

John met with Emily, Joy and Nicole to discuss the options.

In-person? When? By reservation? Appointment? The idea right now is to start with one day a week Tuesday 3-7 public use. Setting up an appointment for 15 / 30 minutes in advance. The current time line is November 10th.

\*Early Literacy Project: The library has received a generous donation from a patron to promote early literacy. The funds will be used to purchase books and supplies for literacy activities. After a conversation with the donor where they discussed purchasing books for children 3-5 years old Lisa reached out to child care providers in town to gauge interest. We will also find a way to reach out to all families in town who’s children do not attend pre-schools.

**Other business:**

The question of putting security shades in the library has been discussed in the past and the question was raised as to whether that is something we should look at again. The cost two years again was $5300 and John said the school would be happy to contribute to purchasing them. It now needs to be decided whether we want to put them in the budget.

**Meeting adjourned:** 7:21

**Next Joint Meeting:**

April 15th, 2021

Respectfully Submitted,

Ellen Holmes-Henry