

FAIRFAX COMMUNITY LIBRARY

BFA FAIRFAX SCHOOL BOARD

JOINT BOARD MEETING

THURSDAY, APRIL 20, 6:30 PM

IN ATTENDANCE: Lisa Griswold, Pat Bakir, Emily DeGiulio, Sue Wade, Nick Hadden, Jennifer Patterson, Joy Mercer, Liz Noonan, Emily Aiken

NOT IN ATTENDANCE: Alan Maynard

CALL TO ORDER: 6:33 pm

PUBLIC INPUT: None

REVIEW PURPOSE OF BOARD MEETING (LISA)

The semi-annuals Joint Board Meetings are a vehicle to maintain good communication and working relationships between the town, public library, school library, school administration and school board. This is especially important when we work on budgets for submitting to the Town Manager and Selectboard. It helps us to keep things running smoothly and will be especially important going forward with the school renovations and other new activities. We are very glad to have library staff from the school and community library who work so well together.

APPROVAL OF MINUTES OF OCTOBER 22, 2022, JOINT BOARD MEETING

Emily DeGiulio moved to approve the meeting minutes, with the following corrections: (1) Add the year of the meeting, and (@) add Sue Wade's last name. Pat seconded and it was approved. Pat will make the corrections and send them to Emily DeGiulio for posting to the website.

CORRESPONDENCE

There is no correspondence to share.

HIGHLIGHTS OF QUARTERLY REPORTS BY LIBRARIANS

School Library

Joy Mercer

- This year has gone fast, but very well.
- The kindergarten structure changed so they come every day for 45 minutes, which has worked well. On Penny's suggestion, we also converted a mobile book cart we had used during COVID to a cart with beginning readers, games, colors/drawing, etc. The children can choose activities to do, which have been successful. Next year we'll have up to 19 children per kindergarten class.

- Currently, Grades K-4 are voting for their favorite Red Clover Book. They enjoy making the choices on these books which are used all year long in the library and classrooms for activities. Joy has read them to every class, as well. For one book, we had a video of the author reading it. (For information, these are Vermont State Library Book Selections: Red Clover for Grades 1-4, Golden Dome Grades 5-8, and Green Mountain Book Award 9-12.)

Community Library

Emily DeGiulio

- Our statistics on library use are good. The Libby app for downloading books is very popular and interlibrary loan service is well used.

Sue Wade

- Elizabeth's children's programs have been growing and growing. The children are fully engaged, and the Minecraft program is very popular.
- We are planning to do more adult programming, for example: "take and bake" cooking class; a photography class with a local photographer using the book "Use Your Phone as a Camera" as a reference. In addition, a session on planting pollinators for your garden.
- Story hour has been great, and so far, we've had more sign-ups for the library than in other quarters.
- # of visits of patrons – 4,593 is a huge number of sign-outs
- The welcome child program is also very successful, the next one will be in May.

UPDATES

Community library staffing – Sue and Emily are in a job shared arrangement as Library Director with Sue in person, and Emily remote. The Board and librarians have worked out specific tasks which they are responsible for individually and jointly. They meet face to face at least weekly with most of the library staff and it's going very smoothly. We have extended that for the next several months.

In addition, we have three part-time substitutes to help fill the needed hours. We aim to not have staff working alone after school is out until library closing time.

Early Literacy Project/Elementary Student Book distribution – This started in late 2019, with funds for the program Generous Heart, a non-profit in memory of the benefactor's mother. Money is donated to the library to enhance children's literacy. We started with 3–5-year-olds by reaching out to day care and pre-schools in town. We decide upon a book and hand out to each child a packet of literacy materials along with the book with a focus on STEM, arts, crafts, etc. Since 2022, we have handed out 770 books for 3–5-year-olds and 900 books from kindergarten to 4th grade. We work with the classroom teachers; children get to pick out the books sometimes with teacher guidance as to reading levels.

FCL Patron Code of Conduct update – November 2022 - Liz shared these for review. Two topics were discussed:

No weapons - Nick Hadden said we might want to include a definition of “what is a weapon” and will share with the Board what is used for the Vermont courthouses.

Appropriate attire – Do we need to be more specific?

FCL Digital Use Policy Update – November 2022 - This took some time to update, including a lot of research on other library digital use policies. With this policy and in general, computer use is going much better. Students are not allowed to use the two community computers to play games.

NEW BUSINESS

Highlights of school policies/procedures which impact the library – Liz Noonan said there are no new policies that would affect the library. This summer the school will be asking the public librarians to join in emergency response training. Lisa asked if it could also be included in the training when you do the CPR training, and Liz said definitely. The school has defibrillators which give instructions to users, but the overall CPR training is still very useful for all.

Information on school renovations and impact on library space & operation

Liz Noonan is the point of contact for the community library on this. The earliest new construction will be April 2024. There will be a clear timeline and plan for what needs to be moved. During the summer of 2024 at the earliest, we’ll need to shut down the library for a time while they install the sprinkler system. They are still designing the new entryway to the high school, which will affect the entryway to the library. This includes working to design an appropriate entrance with an airlock system. The designer is taking everything into consideration and will include and meet with library staff before final design. There might be some opportunity there to do some redesign of the library.

The current plan does not include replacing the windows in the front of the library, but the final plan will depend on the new entryway. The library will not have decreased shelving, it may possibly increase. All costs related to the new entrance will be covered under the price of the school renovation.

Emily has found an opportunity for potential funds for capital projects for libraries and is filling out the initial needs assessment. The timeline doesn’t even start until fall 2023, but this might provide additional funds for changes to the library to be done in coordination with the renovation. New shelving might fit into that grant, which would help to replace some of the older shelves.

The bathrooms will change, there will be just one single use bathroom available to the public, which elementary students using the library will also be allowed to use.

Nick asked if the school was tested for PCB. Liz said the results are negative, with no mitigation needed.

50th Anniversary – Pat and Lisa mentioned that this is the 50th anniversary of the community library, and the Board is coordinating with the librarians to develop some plans to produce things like commemorative bags, and possibly have some sort of event. Sue said they have also talked about having a contest at every grade level to design a bookmark, and then printing out up to 8 or 12 (depending on grades included) bookmarks that can be given out during this anniversary year. The Board will be discussing a plan for this in their next meeting in mid-May.

NEXT JOINT LIBRARY BOARD MEETING THURSDAY, OCTOBER 19, 2023, 6:30 P.M.