



Brunswick Community Library

BOARD OF TRUSTEES MEETING MINUTES

February 18, 2025

The Brunswick Community Library provides access to life-long learning, resources, engaging activities, and an inclusive community space for all.

Call to Order: 6:04 pm

Present: Virginia Anderson, Alix Duggan, Meredith Lee-Clark, Annie Metzger, Andrea Wedler, Fred Wobrock, Debra Zaffuts, Sara Hopkins

Excused: Brittany DeWire, Therese Goyette, Carol Rosbozom, Yusuf Silk

Approval of January 2025 meeting minutes: Alix motioned to approve, Andrea seconded. All in favor, motion carried unanimously.

Treasurer's Report

- Approval of January 2025 Treasurer's Report. As usual, the Finance Committee went over the Treasurer's report ahead of the meeting. The Finance Committee moved to approve the report. Deb seconded the motion. All in favor, motion carried unanimously.
- So far, money donated strictly "in memory of Jennifer Mann" is \$1842; there may be more that was donated due to her influence, but these were the explicit gifts.

Director's Report

- Sara circulates monthly stats and library usage reports to the board over email prior to the meetings for us to review.
- Mavens of Mayhem THIS SATURDAY!
- Monthly Community Message: Check out our upcoming kids' classes! We have much more than just storytime. We have a very robust selection of kids' programs, including monthly Tinkergarten and Yoga classes, with professional instructors and curriculum-based lessons.

Committee Reports:

- Building & Grounds
 - The roadside sign is continuing as Alix's holy quest. She has put a great deal of time into researching options. Our goal is to get a sign that lights up and says "Brunswick Community Library" in a larger font than the current sign. She is currently looking at Lightboxshop (online \$2000+ for basic acrylic sign with internal lighting, not including installation) and One Day Signs in Waterford.
- Fundraising / Annual Appeal
 - Honor Garden update: We will place our next order on March 1; so any orders we get up until that point will go on that. Sara will mention it on social media. The plan is that the order placed on March 1 will get in the ground before Garden Day.
 - Future fundraising events: Brunswick Bake-Off is now on April 7th. Annie and Virginia will nail down the judges soon so that Sara can include the judges and their info on the flyer.
- Nominating
 - Goals for 2025 Committee Work: Alix would like all the committee chairs to set 2025 goals for the committees.
- Personnel & Policy

- Confidentiality of Library Records Policy: The library currently has a confidentiality policy. Meredith has updated it in light of the current climate around immigration enforcement. The brief version is that library staff is never responsible for deciding what information is shared; the responsibility lies with the Board. Meredith will circulate a clean copy of the updated Confidentiality of Library Records Policy and we will vote on it next month.
- UHLS Equity Challenge progress: this is the final month of our 12 month diversity audit. The process was a very useful self-reflection tool to make sure that the library is providing materials to reflect all members of the community. This could be a useful tool to revisit every 5 or 10 years, to keep the emphasis on maintaining a well-rounded group of materials.
- The Board is supportive of the work that the Library staff is doing to keep our collections relevant and reflective of our patrons and their needs. We would like the Director to continue this work!

Old Business:

- Better World Books Drop Box is going well! The box has been filled multiple times, and BWB has been good about emptying it within 48 hours of the notification. The contact at BWB is very responsive.
- Date for UHLS CORE Trustee Training is March 3rd at 6 pm.

New Business:

- Jennifer Mann Memorial Garden. 2/4 evening was a lovely memorial; many seeds were sown. The big official public memorial service will be 10 am on 5/31 at the Brunswick Church, followed by a 12 noon outdoor lunch here, and then planting the garden. Brunswick Democratic Committee plans to buy a memorial bench. In between now and May, Miss Jenny O'Connor wants to host a rock and/or sign painting workshop to make decor for the garden.

Next Brunswick Town Council meeting: March 13, 2025 at 7pm (*Carol Rosbozom attending*)

Next Library Board of Trustees meeting: March 25, 2025 at 6 pm followed by a Google Workspace training for board members.

Adjourn 7:20 Alix motioned to adjourn, Virginia seconded. All in favor, motion carried unanimously.