



Fletcher Free Library  
235 College Street  
Burlington, Vermont 05401  
Ed Adrian – Board Chair

LIBRARY BOARD of COMMISSIONERS  
SPECIAL MEETING

January 23, 2017 at 12 NOON  
Local History Room of the Fletcher Free Library

---

**AGENDA**

1. Approval minutes 11/15/16
2. Approval agenda
3. Public Forum
4. Commission meets with Library Director Candidate, Mary Danko
5. Director's Report
  - a. Leadership transition plan discussion
  - b. Exploring Human Origins exhibit and programming update
6. New Business
7. Next meeting agenda items and date
8. Adjournment

## **LIBRARY BOARD OF COMMISSIONERS MEETING MINUTES**

Monday, January 23, 2017 at 12:00PM in the Local History Room of the Library

**In attendance:** Jessica Nordhaus, Cate MacLachlan, Peter Ireland, Mary Ellen Manock, Charles Winkelman, Megan Butterfield, Robert Coleburn, Allyson Laackman, Ellen MacLellan, Mary Danko, Kath Laing (Clerk)

**Apologies:** Ed Adrian, Glenn McRae

**Agenda item 1. Approval minutes.** Minutes from 15 November 2016 were approved unanimously.

**Agenda item 2. Approval agenda.** The agenda was approved unanimously with the inclusion of the Friends update as item 5.5.

**Agenda item 3. Public Forum.** No public forum was needed.

### **Agenda item 4. Commission meets with Library Director Candidate, Mary Danko**

The Commission welcomed Mary as the Library Director Candidate to be confirmed by the City Council that same evening (January 23<sup>rd</sup>). Mary introduced herself and spoke briefly about her experience in public libraries. Mary expressed her keen desire to work at the Fletcher Free in Burlington. The Commissioners introduced themselves and outlined the structure of the Library Commission – highlighting the roles of the Commissioners, the Trustees and the Staff Commissioner.

### **Agenda item 5. Director's Report**

- Leadership transition plan discussion – Robert and Mary discussed plans for leadership transition, should Mary's candidacy be approved by the City Council.
- Exploring Human Origins (EHO) exhibit and programming update – Preparations for hosting the exhibit from mid-Feb to mid-March and delivering associated programming during this time are well underway. Marketing efforts are also underway. Kath agreed to set up a private tour of the exhibit with the Friends and potentially include them in the workshop being run for Staff by Professor Constantino of St. Michael's College. Kath to follow up with Commissioners.

### **Agenda item 5.5. Friends report**

Ellen reported revenue for November & December at \$6,300. Major sources were \$1,600 from the book stall, \$2,400 from book sales and \$2,000 from grants. \$600 was spent on support for the library, in the same period. Kath alerted everyone to an increase in investments in library programming as EHO gets underway. On other news:

- A committee is meeting to redesign, possibly relocate the Book Stall and develop new procedures to increase sales and revenue.
- Rebranding of the Friends is being coordinated with rebranding of the Library and facilitated by Kath.
- Efforts are being made to expand outreach to local agencies in order to increase book donations to those agencies.
- Library and Friends membership lists were consolidated prior to the Library's annual appeal. An additional letter was sent to all Friends members introducing the new role of the Friends

in the management of a joint annual appeal and streamlining of the fundraising process for the library.

- Profits from the annual December Holiday Book Sale were the highest ever for this small sale at nearly \$2000!

#### **Agenda item 6. New Business**

- Kath and Mary discussed the development of a grant for submission to an RFP put out by the National Endowment for the Humanities (NEH). The grant, entitled *I'm Your Neighbor, BTV*, proposes a multi-generational humanities program conceived to build connections and increase understanding between new arrival groups and longer-term Vermonters in Burlington. The program will use literature, storytelling and mixed media of cultural significance as a springboard for community dialogue around cross-cultural experiences, commonalities and differences; and the changing demographics of Vermont. The program will also promote literacy and lifelong learning for new Americans of all ages and cultures through increased access to multilingual resources.
- Megan shared plans to reorganize the picture books in the Children's Library by topics in a 'picture book city'. Preparation is underway and implementation will happen during the week of March 20<sup>th</sup>.

#### **Agenda item 7. Next meeting agenda items and date**

The next meeting was set for March 27<sup>th</sup> at noon in the Local History Room of the Library. Due to schedule conflicts the next meeting will not be held on the regular 3<sup>rd</sup> Monday of the month.

#### **Agenda item 8. Adjournment**

The meeting was adjourned at 1:08pm.