

MEETING OF THE
BOARD OF LIBRARY TRUSTEES
September 10, 2024
MINUTES
Conducted by Remote Participation

Call to order

Chair Heather Calvin called the meeting to order at 7:16 p.m. In attendance were trustees Adam Delmolino, Jonathan Gates, Rebecca Gruber, Amy Hampe, and Stephen Quinlan. Library Director Anna Litten and Assistant Director Lara Vilahomat were also in attendance, as well as Stephanie Murphy from the Fox and Robbins Shop. Ms. Calvin shared open meeting law information as it pertains to remote meetings and read the Resolution Acknowledging Native Lands.

Community Time

Lily Rao was introduced as a candidate for the Board of Trustees, pending confirmation by the Select Board. The Board heard comments from community members. Rajeev Soneja, Lina Smith, Chadi Salamoun, Mona Mandel, Sue Katz, David Fleig shared comments regarding the request for Library Display Table space by the group Arlington for Palestine.

Report from the Fox and Robbins Shop

Fox & Robbins Shop manager Stephanie Murphy reported on the state of the Shop Year to date sales are \$153,222. The presentation was followed by questions from the Trustees about the presentation and the Shop.

Approval of August 13 Meeting Minutes (vote)

Ms. Hampe moved to approve the August 13 Meeting Minutes as amended. Ms. Gruber seconded the motion. The Board held a roll call vote. Ms. Calvin voted aye, Mr. Delmolino voted aye, Mr. Gates voted aye, Mr. Quinlan voted aye. The Board approved the August 13 Meeting Minutes as amended.

Holiday Schedule (vote)

Mr. Delmolino moved to approve the 2025 Holiday Schedule. Ms. Hampe seconded the motion. The Board held a roll call vote. Ms. Calvin voted aye, Mr. Gates voted aye, Ms. Gruber voted aye, Mr. Quinlan voted aye.

Community Displays and Exhibits

Ms. Litten summarized the previous meeting's discussion regarding the existing Display Table policy and discussed the Board's identification of the need for a new policy. She highlighted the intertwining of the display policy and the exhibit policy and stated that she is looking forward to better supporting free speech in the library, in both limited and public forums. She will return to the Board with a proposed new policy that supports these tools and the voices from the public.

Discussion of FY25 Trustee and Administration Goals

Ms. Litten discussed FY25 Administration and Trustee Goals including the Fox work, work with the library's support network, and staffing. Ms. Calvin discussed creating an assessment of the Reading Room murals. Ms. Litten will bring a draft document outlining Trustee and Administration Goals to a future meeting.

Capital Plan FY25-FY30 Update

Ms. Litten discussed capital requests submitted to the Town by the library and facilities departments including work on the front entrance at Robbins.

Preliminary Discussion of FY26 Budget

Ms. Litten discussed FY26 budget requests, including building maintenance funding into the library's operating budget.

Fox Branch Library + Housing Update

Ms. Litten discussed the feedback received from the community from the MAPC display on view in the library.. Ms. Litten encouraged Board members to attend the Fox Branch Library + Housing Open House. Ms. Litten reviewed the non-negotiables about the project; this is a library-first project, there will be no disposition of the land, and timing with any housing must align to support library services.

Banned Books Week 2024

Ms. Litten discussed the upcoming Banned Books Read-In and invited the Board to provide an opening statement at this upcoming event. Ms. Gruber volunteered to provide this statement and Mr. Delmolino volunteered to create an op-ed piece.

Director's Report

Ms. Calvin invited the Trustees to ask Ms. Litten questions about the Director's Report and encouraged the Trustees to sign up for Town Day. Ms. Litten spoke briefly about the library's Town Day booth and community engagement opportunities.

Foundation Liaison Update

Ms. Hampe reported that the foundation met on August 28. The ALF raised \$156,000 in FY24. The library's FY25 grant request was approved and they will continue to advertise the work they do on behalf of the library.

Friends Liaison Updates

Ms. Gruber shared that the Friends have met twice since the last Trustees meeting. The most recent Friends meeting was focused on the Town Day Book Sale and the upcoming Drive By Drop Off for book donations. The Friends had voted unanimously to approve the library's Friends budget request. Ms. Litten acknowledged the continued popularity of the yoga program and thanked the Friends for their sponsorship. There was no update from the Friends of Fox.

Communications and Announcements

The Trustees received the obituary of Mary Ellen Kiddle and her family's request of donations to the library in lieu of gifts and recognized and appreciated this gift. Ms. Litten shared that she submitted the Fox Project to Library Journal's Design Institute. The Fox project was not accepted as one of the libraries who received free admission.

Unanticipated Items

There were no unanticipated items.

Date of Next Meeting: October 8, 2024 (hybrid meeting/in-person Trustee attendance encouraged)

Adjournment (vote)

Mr. Delmolino moved to adjourn. The Board held a roll call vote. Ms. Calvin voted aye, Mr. Gates voted aye, Ms. Gruber voted aye, Ms. Hampe voted aye, Mr. Quinlan voted aye. The meeting adjourned at 8:33 p.m.

Materials Distributed

- September 10 Trustee Meeting Agenda
- Statement Shared by Community Member Rajeev
- August 13 Board of Trustees Meeting Minutes
- 2025 Proposed Holiday Schedule
- August 2024 Director's Report with August 2024 Circ Report