

WATERBURY PUBLIC LIBRARY COMMISSIONERS' MEETING
DRAFT MINUTES
28 North Main Street – SAL Room
Monday, May 12, 2025, at 5:00 PM

Present: Anna Black, Michelle Baker, Erin Mooney, Margaret Moreland, Tom Leitz, Rachel Muse, Anathé Parkes
Absent: Kit Walker

Anna called the meeting to order at 4:56 PM.

Margaret moved to approve the agenda. Michelle seconded. All in favor.

Anna moved to approve meeting minutes for March 10, 2025, with corrections. Erin seconded. All in favor.

Anna moved to approve unofficial meeting minutes for April 14, 2025. Erin seconded. All in favor.

Public Comment: None

Circulation Assistant's Report

- Rachel introduced Anathé Parkes to the Board.
- Anathé's primary responsibility is interacting with patrons and running the Circulation Desk. However, she contributes so much more. She runs the Queer Reads book group, prepares book displays, assists with social media, and designed the new Library sticker. The Queer Reads book group is attended regularly by engaged 12 to 16-year-olds who read the meeting's chosen book in order to participate in the discussion. The most recent book was *Every Heart a Doorway* by Seanan McGuire.
- On social media, Anathé posts about new books, book displays, upcoming events, and the life of Bookly, the Library fish! She also oversees the cleaning of the Library and helps out with other projects as needed.

Municipal Manager's Report

- Tom reported that spending of the Library budget is on target. "No red flags."
- Budgeted raises for the town employees have been implemented.
- Tom has reached out to the AFSCME representative to begin the negotiating process but is still waiting to hear back about scheduling the first meeting.
- The new Conflict of Interest Policy, drafted to comply with state law (24 V.S.A. §1991) was discussed. Tom noted that there are still some unanswered questions. For example, there are no provisions regarding penalties for breaches of the policy. Other highlights: our policy is a bit more strict than required by law; complainants must cite the exact provision claimed to have been violated; complaints cannot be anonymous; even "nonsense" claims must be answered; violators cannot be removed from elected board positions; \$10,000 will have to be budgeted next year for services of a Town Ethics Officer in reviewing complaints; Tom will serve as the Town Ethics Officer temporarily but stressed that he should not (and does not want to) serve permanently because of potential conflicts.

Library Commission Treasurer's Report

- There is no stability in the current market. However, Michelle reported that our investments have currently regained value.

Library Director's Report

- There were 20 volunteers in the library last month, and there is more variety in age and gender than before.
- The Library will be hosting a Touch a Truck event to kick off Summer Reading on Sunday, June 15 (Father's Day). There will be all kinds of trucks, tents from various organizations, and lots of fun activities for families.
- The Library will have a FLOAT in the NQID parade on June 28! The Friends have contributed \$600 for t-shirts for staff and Friends walking in the parade, using the amazing design Anathé created.
- Rachel is working with Bob Butler on moving wireless printing (so we can move the library's photocopier as a next step toward creating a dedicated teen space) and moving off of our aging server and into a cloud-based environment.
- Some fun new words have been added to the garden - the Friends fund a few new wordstones every year to replace broken or missing stones.
- The Friends will be hosting art receptions at the library for artists who display in our space. The Friends are also holding a raffle for the beautiful hand-knit shawl currently on display in the gallery as part of the Fiber Arts Friday group's display.
- Rachel, Sandra, DeAnna, and Anathé will be attending the VLA conference on May 19 in Killington. The theme of the conference is "Rooted in Community" and Sandra and Rachel will be presenting on the Children's Garden project! The Library will close at 5pm that day to accommodate the low staffing.
- Rachel attended a webinar on AI in public libraries hosted by Web Junction.
- Youth Librarian Sandra Schweikert attended a conference on early literacy hosted by CLiF (the Children's Literacy Foundation) and hosted a central Vermont summer reading meetup with Jonathan Clark from the Vt Department of Libraries and 10 other area librarians to share ideas and strategies for summer reading campaigns.
- Two new youth programs were started in April. Crochet Cove, developed in response to the very popular Crochet Club in January - March in which kids learned to crochet. Inspired by an international project called The Crochet Coral Reef (<https://crochetcoralreef.org/>) they decided to make their own little coral reef. The first meeting of STEM: Zip Zap was a hands-on approach to studying circuits by taking apart old broken toys to see how they were constructed. The parts are being saved for a future class on building something that "solves a problem."
- An after-hours Teen Night included Karaoke, dancing and singing, games, and pizza. They challenged each other to build the tallest tower with Keva Planks. In Teen Makerspace they made dog toys out of old towels, denim, and tennis balls.
- The Library hosted a gardening workshop with those in the Waterbury Recreation spring break summer camp where they planted potatoes in a grow bag, and potted tomato plants for the Children's Garden. Also, a Seed Starting 101 Workshop had a UVM Master Gardener talking about starting seeds at home. Several methods were tried out, including seed snails and newspaper pots.
- Adult Program Librarian Judi Byron reported that the Our Town Community Read with Monica Callan was a great success. Eighteen people came together over Thornton Wilder's play.
- Another well-attended new program was Demystifying Back Pain with Emily Dabrowski.

- Backyard Composting by John Malter, a yearly program, continued to be popular. New folks attend every year.
- Outreach Librarian DeAnna Romstad reported that 25 people attended the Waterbury Senior Center Pop-up Library on April 2nd (in collaboration with the Waterbury Historical Society). She delivered March calendars to the Waterbury Shelter, shared some free sunflower seeds, and discussed a potential next visit for new library card sign-ups.

Old Business

- Two additions were made to the Materials Selection Policy – one regarding the building diversity in the collection and the other covering subscription databases and online collections with content that the Library does not control.
- Erin moved to adopt the revised Materials Selection Policy as presented. Anna seconded. All in favor.

New Business - New Municipal Code of Ethics Policy

- See discussion under Town Manager's Report.

XXXXXX moved to adjourn the meeting. XXXXX seconded. All in favor.
Meeting adjourned at XXXXXX

Next meeting: Monday, June 9, 2025, at 5:00 PM, in the SAL room.

APPROVED: