

VERMONT DEPARTMENT OF LIBRARIES

BOARD OF LIBRARIES

MINUTES

Midstate Regional Library, Berlin

10:30 A.M.

June 17, 2008

Present: David Brown, Chair
John Rosenthal
Linda Williamson
Susan Bruce
Joan Rahe
Sybil McShane, State Librarian

1. **Minutes** – David called the meeting to order at 10:30 A.M. David noted the significance of today as Sybil's last Board of Libraries meeting. He noted that he is happy for Sybil but a little sad for the Board. David asked if there were any errors or corrections to the April minutes. Hearing none, he declared them approved.
2. **State Librarian's Position/Transition** – David passed around the Burlington Free Press news release regarding the appointment of Marty Reid as the new State Librarian. Sybil advised that Marty will be in the office a few hours each day on July 1st and July 2nd. Among other things, Sybil will provide Marty with copies of the Administrative Bulletins, Personnel Manual, Budget and the Strategic Enterprise Initiative document, which describes DOL services. Sybil will put together a notebook with a time line of what needs to be done and who does what. Marty will have an opportunity to meet with other State Librarians in October in Jackson, Mississippi. In November, the LSTA Coordinators and State Librarians will meet in Washington, D.C. This will give her an opportunity to learn the federal program. Sybil retires on July 11th and Marty begins as the new State Librarian on August 4th.
3. **State Librarian's Reports** – Sybil advised that in the latest round of position cuts, we lost a vacant Custodian position in Berlin. We had budgeted \$28,000 for this position and it will cost us \$18,000 to have Buildings and General Services clean the Midstate

Regional Library and the Special Services Unit. We can only give up \$10,000. The Legislature increased our Vacancy and Turnover Savings by \$10,000. Hopefully, we will have enough savings on Sybil's position and the Assistant State Librarian position, if we do not fill this position until October, to cover the \$10,000 increase. If the Administration proposes another position cut in October we may have to cut a filled position. Sybil expects the Administration will propose an instate/out-of-state travel reduction and a cut back on Personal Services Contracts. Our FFY08 LSTA Grant is \$58,000 less than our FFY07 grant. Sybil has reduced funding for materials and Resource Sharing Grants to cover this. Bookmobiles – If a bookmobile is to be sold, the owner must write a plan of how the funds from the sale will be used and submit the plan to DOL. DOL will review and make a recommendation to IMLS. Any organization purchasing one of the bookmobiles may not use federal funds to do so as that would amount to the federal government paying for the bookmobile twice. Computers – In approximately two weeks, Sheila will move our computer equipment to the DII computer room at 133 State Street. We will still have to maintain the computers but because DII has large generators we should never lose power to our computers. Fleet Vehicles – Amy Howlett and Michael Roche will turn in their state vehicles the end of June. They do not travel enough to make it cost efficient to rent the vehicles. If BGS makes fleet vehicles available in Rutland, Rob will turn in his rental vehicle. Misc – In order to save money, David suggested the Board meet only as needed. Sybil advised the by-laws set how often the Board meets, not the statute, so it may be doable. David will check with Marty to see if she wants the Board to meet in August. Geographic Names – The Agency of Natural Resources have several brooks they want to name. In the Works – Sybil will try to complete the Movie License mailing and Gates Grant report before she retires. Grants – The Winnie Bell Learned Grants (\$25,000) and the Freeman Grants (\$10,000) have been awarded. The Freeman CD is only earning 3% and needs to earn 5% in order to have a \$10,000 grant for next year. Confidentiality – Sybil handed out copies of the Confidentiality Law. Connecticut has an opinion that

states no matter what the law says, the parents have full authority over minors. Sybil asked our AG and he said the new Vermont law (under age 16) is consistent with Vermont law. A public library's discretion is limited in setting a more restrictive policy. Borrower information about children under 16 must be released to parents/guardians.

4. **Board Reports** – David attended the VLA Conference. Not many people attended. They may meet every other year. David will attend the VLA Executive Meeting on July 10th as a trustee. David handed out a resolution honoring Sybil and moved that the resolution be adopted. Josie seconded – by affirmation the resolution passed (see attached).

5. The meeting adjourned at 11:35 A.M

The Board adjourned to Sarducci's Restaurant where Susan Bruce presented a gift of thanks from the Board to State Librarian Sybil McShane who will retire in July."

Sybil Brigham McShane, Secretary

Approved as amended by Board of Libraries: 10/21/2008

Whereas, Sybil Brigham McShane has served the people of Vermont faithfully and effectively as State Librarian for ten years, and is now "getting ready to turn the page" to something new, and

Whereas, she brought excellent personal qualities to the position of State Librarian: intelligence, energy, insight, common sense, and creativity in problem solving, and

Whereas, she has advocated successfully for all Vermont libraries and librarians, on the federal level and within the state, and

Whereas, she has been notably instrumental in the establishment and funding of the Vermont Public Library Foundation, through which over ten million dollars in supplemental funds have gone to local libraries, and

Whereas, she has consistently encouraged her Department and local libraries to work together toward excellence in service, and

Whereas, she has led an expansion of library services available to all Vermonters, particularly through electronic information databases, and

Whereas, she has helped the state Board of Libraries develop as a team and as a useful partner, now,

Therefore, be it resolved that we the members of the state Board of Libraries affectionately express our gratitude for her leadership and friendship and wish her all the best in whatever lies ahead, and

Be it further resolved that this resolution be included in the official record of today's Board meeting and that a copy be sent to Michael Smith, Secretary of Administration.

Montpelier, Vermont
June 17, 2008