

**VERMONT BOARD OF LIBRARIES  
MINUTES OF MEETING**

**DRAFT**

**October 10, 2017  
10:00 a.m. – 12:00 p.m.  
Midstate Library Service Center  
Berlin, Vermont**

Jim Gish,

**Members present:** Bruce Post, Josh Fitzhugh, Tom Frank, Maxie Ewins, Scott Murphy (State Librarian)

**Others present:** Cherie Yaeger (Executive Assistant to the State Librarian)

**Call to Order:** Chair Bruce Post called the meeting to order at 10:00 a.m., and welcomed new member Tom Frank. Post then asked for introductions around the table.

**Approval of Minutes:**

The minutes of July 11, 2017 were passed unanimously with these corrections:

- Page 1, in the section Others Present remove the second Mara Siegel.
- Page 1, in the section Others Present add last name of Jesse Haas (Author).
- Page 1, Change T.M. to Mullholland.
- Page 2, Capitalize Book of The Month Club, or refer to as B.M.O.C.
- Page 2, Change to, “To which Lang said...”
- Page 2, Check to see if ‘suppress’ was the correct word used by the speaker.
- Page 2, Replace D.C.F. with Fisher.
- Page 2, Replace constitution with ‘membership’, and capitalize ‘Rural’.
- Page 3, “to listen to all side,” add ‘s’ to side.
- Page 3, remove sentence that starts with, “Post shared quote.”

Josh Fitzhugh made a motion to approve the July 11, 2017 minutes. Jim Gish and Tom Frank both abstained. Maxie Ewins seconded this motion. All members approved unanimously.

**Geographic Naming: Statutory Responsibilities and Future Role of Board of Libraries**

Discussion was started by Bruce Post concerning Geographic Naming and if any changes are needed to V.S.A. Title 10 or to the Board of Libraries Policies. The board talked about how they are no longer naming roads, and wanted to know if this needed to be changed anywhere in Statutes or Board Policy. Scott Murphy stated that naming of ‘roads’ was removed from Board Policies in 2015. Bruce asked Scott to circulate the newest version of the BOL policies.

The board then discussed that they need to start working on geographic naming at the January 2018 meeting. The Department of Libraries currently has 4 or 5 requests concerning geographic naming. Murphy and Cherie Yaeger mentioned to the board that they recently received a request from Peter Bergstrom to rename 8 locations in Vermont. The board has worked on geographic naming with Mr. Bergstrom before, and they stated that Mr. Bergstrom is extremely well prepared for geographic naming.

The Board decided to work on the 8 geographic name changes requested by Mr. Bergstrom at the January 2018 board meeting. The board will look at the request to rename Mt. Ascutney at the April meeting. Post will contact Monique, from ???, and Jenny Runyon from the U.S.G.S and speak to both of them before the April board meeting concerning the renaming of Mt. Ascutney. Murphy and Post will work together to set up a schedule for the remaining requests for geographic naming. A spreadsheet, containing the status of each geographic naming, will be created by the Department of Libraries and sent out to the board before the January meeting.

Fitzhugh suggested that maybe Conservation or ANR could be contacted to help with research on geographic naming. Fitzhugh also recommended that a form be created with the entire geographic naming process that can be given to people who submit requests for geographic naming. This form can also be used as a checklist and cover sheet for each request.

### **2018 Meeting Dates**

The board would like to meet at a different location for the meeting in January. Murphy will look into meeting at Fletcher Free Library in Burlington.

At the board meeting in July Deborah Granquist asked if meeting dates could be changed at upcoming meetings. Yaeger looked into how to change dates of the board meetings, this would have to be voted on at the October meeting to make changes to future meetings.

Post recommended that the board keep the meeting dates the same as they currently set as. He stated that he believes Granquist's appointment is up in February and she is not allowable for reappointment. Fitzhugh said that he will contact the Governor's Office and check to see which members are at the end of their appointment.

The next meeting is on January 9, 2018.

### **Strategic Goals Update**

Murphy told the board that the LSTA 5-year plan has been approved, this is the game plan for the Department of the next 5 years. Murphy then went over the Department of Libraries mission, goals, and vision. He explained that he wants the Department to not only work with public libraries, but also school and academic libraries. The Department will work on partnering with local organizations, and state agency and departments.

Post asked how Murphy plans to do all of this with the limited staff resources. Murphy explained that

he is currently assessing what the department currently has in place, and how these resources can best be used for the departments goals. Gish asked Murphy if the Department has aligned our organizational structure to meet the needs of the new goals. Murphy said the department has set up all of the old and newly hired positions to align with the new goals he has set for the next five years.

Fitzhugh asked to see a Department organization at the next board meeting. He also asked to have a list of the projects the Department is currently working on. The Board also requested to see the Departments 5-year plan, Murphy said he would send this out to the board.

Fitzhugh asked about any statutes that need to be changed so they align with the new Mission and Goals. Murphy said he and Tom McMurdo are currently working on making some changes to Statutes for the upcoming Legislative session. Fitzhugh also asked about standards for libraries. Murphy explained the Departments standards are currently in APA, however the Department is not enforcing them at this time. Changes to standards is a goal of the Murphy's for 2018.

Board members questioned how the Department can help people find information in this ever changing electronic world, and if the department is looking at ways to market the programs of the Department. Frank mentioned that marketing is what public libraries need to work on, and the Department needs to train the libraries on how to market programs.

LSTA 16 budget was spent in its entirety at the end of the Federal Fiscal year. Maintenance of Effort and Match were also met by the Department. Murphy told the board that the budget for the Department, including both State and Federal money, is roughly \$3.3 million.

Ewins asked about committees of the board. Post recommended that committees be discussed at the board meeting in January. Gish & Fitzhugh told Murphy if there are any issues or anything that comes up before a board meeting that he is looking for feedback on, Murphy can contact the board so the board can offer feedback either via e-mail or the next board meeting.

The Departments move was discussed, and how the Department still does not know where or when they will be moving. Frank asked Murphy if he was thinking about moving the Library for the blind out of the state, Murphy said, "No, definitely not."

### **Other Business**

Dorothy Canfield Fisher will be added the boards' January agenda. This discussion will allow the board members to express their opinions on changing the name of the Dorothy Canfield Fisher award, and include an update on any decision by Murphy.

Post asked if there was any other business. Josh Fitzhugh motioned to adjourn, and Jim Gish seconded the motion.

**Adjournment:** The meeting adjourned at 12:00 p.m.