**Meeting Minutes**

**Date:** August 14, 2025  
**Location:** Stowe Library Board Meeting (virtual & in-person hybrid)

**Attendee List:**

* Pauline
* Kelley
* Shelby
* Stephen
* Anna
* Library Staff: Loren and Molly

**Meeting Objective:**  
To review library usage statistics, evaluate staffing and open hours, discuss shelving upgrades, and make decisions on scheduling and resource allocation.

**Agenda Overview:**

1. Review of library statistics and state comparison
2. Staffing challenges and supervision concerns
3. Open hours and scheduling proposals
4. Discussion of programming and after-school needs
5. Shelving replacement and space planning
6. Setting next meeting date
7. Voting on proposed changes

**Detailed Discussion Points:**

* *Loren* presented fiscal year statistics comparing Stowe Library’s usage to peer libraries. Stowe is a statewide outlier in both door counts and circulation, demanding higher staffing levels.
* Staffing challenges were discussed: off-desk work (grant writing, catalog management, collection development) is being squeezed by desk hours. Staff report that interruptions affect productivity.
* *Molly & Pauline* emphasized strain of covering circulation desk and story time. Molly highlighted frequent community demand for story time and the pressure on staff to “do more with the same resources”.
* Scheduling proposals:
  + Option 1: Standardize hours (closing Wednesday afternoons, adjusting other days).
  + Option 2: Shorten Monday, Wednesday, Friday, Saturday hours slightly while keeping late evenings Tues/Thurs.
  + Staff had mixed preferences: Nancy opposed Option 1; Timber preferred it. Maggie was flexible. Most leaned toward Option 2 .
* After-school programming: Concerns about closing Wednesdays during after-school hours. Suggestions included board game clubs or supervised activities to mitigate concerns.
* *Stephen* questioned if subs or volunteers could address coverage issues. *Loren* clarified volunteers lack the same accountability, and sub hiring remains constrained .
* Shelving: Current shelves are failing post-flood rebuild. Three options presented: steel only, steel + movable, or fully movable systems. Movable shelving offers flexibility for events but reduces capacity. Costs estimated at ~$30,000. The board discussed ADA compliance, electrical adjustments, and funding limitations .
* Programming flexibility: Library sometimes hosts programs after hours (art classes, cookbook club) but must manage liability and insurance requirements .
* Next meeting scheduling: Agreed to reconvene around **August 20–21 at 9:00 AM**, with option for virtual attendance .

**Decisions & Conclusions:**

* Board voted to adopt **Option 2 (shortened hours with preserved late evenings)** for open hours. Motion carried, though *Pauline* dissented due to concerns about reduced access .
* Shelving replacement requires further costing and a follow-up vote at a special meeting.
* Recognition that increased FTE is unlikely due to Select Board budget constraints.