ADVISORY TO THE PUBLIC:
Pursuant to Chapter 20 of the Acts of 2021 and extended by Chapters 22 and 107 of the Acts of 2022, this Jones Library Justice, Equity, Diversity, and Inclusion Subcommittee meeting will be conducted via remote means. Members of the public who wish to access the meeting may do so via Zoom or by telephone. No in-person attendance of members of the public will be permitted, but every effort will be made to ensure that the public can adequately access the proceedings in real time, via technological means.

Public Body: The Jones Library, Inc. Justice, Equity, Diversity, and Inclusion Subcommittee  
Date: Friday, May 24, 2024  
Time: 12:30am-1:30pm  
Location: Zoom Webinar

You are invited to a Zoom webinar.  
When: May 24, 2024 12:30 PM Eastern Time (US and Canada)  
Topic: The Jones Library, Inc. Justice, Equity, Diversity, and Inclusion Subcommittee

Please click the link below to join the webinar:  
https://amherstma.zoom.us/j/84196324364  
Or One tap mobile:  
+16468769923,,,,84196324364# US (New York)  
+16469313860,,,,84196324364# US  
Or Telephone:  
Dial(for higher quality, dial a number based on your current location):  
+1 646 876 9923 US (New York)  
Webinar ID: 841 9632 4364  
International numbers available: https://amherstma.zoom.us/u/k05NHSkpV

Meeting Agenda

I. Call to Order (Welcome, Raphael, Ginny, Walter, Melissa, Farah, Mia, & Sharon!)
II. Minutes (4-26-24) *
III. Public Comment
IV. JEDI Survey
V. Charge/Plan of Action *
VI. Adjourn

Next meeting: Friday, June 21, 2024; 12:30pm; Zoom?

** Please note that the list of topics in this notice was comprehensive at the time of posting, however the public body may consider and take action on unforeseen matters not specifically named in this notice.  
* Indicates Handout(s) will be made available.  
Red indicates vote required.
**Public Body:** The Jones Library, Inc. Justice, Equity, Diversity, and Inclusion Subcommittee  
**Date:** Friday, April 26, 2024  
**Time:** 12:30-1:30p  
**Location:** Zoom Webinar  

Attending: Melissa Giraud, Raphael Rogers, Farah Ameen, Ginny Hamilton, Walter Lloyd, Mia Cabana, Sharon Sharry

**Meeting Minutes**

I. **Call to Order**

II. **Minutes - We will approve minutes next month.**

III. **Public Comment - None**

IV. **JEDI Survey**
   A. We will continue to run the survey until the library closes; one final push for the end of the school year (Superintendent's letter, library weekly newsletter, Friend's newsletter).
   B. We will create a report to share. Raphael and Melissa can share examples of reports with Mia; Mia volunteers to work on report and share link to survey on website.

V. **Future Agenda Topics**
   A. Programming strategies and outreach opportunities while we're in the temporary location
   B. Visual art on display in the new library-- CPA restrictions and must-display policies we could review? Can we start by looking into local guidelines? Can we draft guidelines for the art that doesn't have other factors attached
   C. Revisit the purpose and charge of our group before the next meeting, and evaluate where we are. What should we prioritize next?
   D. This committee/ the library being present in community DEI work sponsored by the town
   E. Documenting what we've done as a group-- where are we with our action plan? Engage with the community about previous efforts and what progress we're making toward racial equity, serving different marginalized groups, disability and access work (our first meeting was 12.16.22).

VI. Next meeting: May 24, 2024; 12:30-1:30p

VII. Adjourn
JUSTICE, EQUITY, DIVERSITY, AND INCLUSION SUBCOMMITTEE

COMPOSITION

A subcommittee of the Personnel, Planning & Policy Committee (PPP) will be formed to complete the charge outlined. The subcommittee will consist of six (6) voting members. Each member will be recommended by the PPP and appointed by the President of the Board of Trustees for the duration of this working subcommittee.

- One (1) Library Trustee who serves on the PPP
- One (1) Library staff member who serves on the Library Antiracism & Equity Collective
- Four (4) members of the Amherst community, no fewer than three (3) of whom shall represent communities that have been historically marginalized.
  Appointments shall strive to represent a broad range of the Town’s socio-economic diversity. To that end, financial stipends will be provided to support the work of Committee members.
- A member of the Town Diversity, Equity & Inclusion Committee will be invited to participate as a liaison.

PURPOSE

The subcommittee will critically examine, including through the solicitation of community feedback, the policies, procedures, and culture of the Library. The subcommittee will further engage the community to develop and recommend an Equity Framework and Action Plan to guide the implementation of changes at the Library to repair, heal, and renew our institution and seek to ensure that the Library serves the community in a manner where diversity thrives, inclusion and belonging is the norm, and equity in all its forms is a guiding principle.
**CHARGE**

The subcommittee shall engage the community through outreach to:

- Develop and recommend a draft Equity framework to PPP that will guide the review and creation of policies, planning, and decision-making
- Develop and recommend a draft Equity Action plan to the PPP
- Provide recommendations to PPP specific to the Library’s Long-Range Plans and annual Action Plans
- Develop and propose a structure or standing subcommittee charge that will enable the Library to carry forward the recommendations of the subcommittee and continue the Library’s commitment to equity, justice, and inclusion

**REPORTS**

A final Equity Framework and Equity Action Plan to the Library Board of Trustees.
Detailed Plan of Action
2-16-23

I. Statement: The Jones Library supports diverse and inclusive collections and collection development practices.

   A. Goal: Be more intentional about purchasing works from underrepresented authors and about underrepresented groups (defined somewhere).

      1. Action Item: Increase electronic resources relating to DEI by . . .

      2. Action Item: Work to develop a policy for the browsing collection that ensures substantial purchases of materials from underrepresented authors.

   B. Goal: Collaborate with community members on collection development (particular those from historical underrepresented groups) on collection development.

      1. Action Item: Partner with community partner that work with underrepresented groups to determine strategy to . . .


II. Statement: The Jones Library offer programming and exhibitions that embrace diversity, equity and inclusion.

   A. Goal: Ensure diversity of speakers and topics.