

RUTLAND FREE LIBRARY BOARD OF TRUSTEES

May 20, 2026 5:15PM

Meeting at Rutland Free Library Fox Room

Attending: Ann Bannister__X____; Gabi Bourassa__X__ Clare Coppock __X____; Leonard DeLorenzo __X____; Fern Fryer __X____; Russell Glitman __X____; Patrick Griffin __A____; Jeanne Kirbach __X____; Kevin Klamm __X____; Carolyn Meub __X____; Matt Olewnik __X____; Joanne Pencak __X____; Cathy Reynolds __X____; Cathy Solsaa __X____; Randal Smathers __X____; Bill Wiles __X____; Amy Williams __X____ (X is present, A is absent)

Presiding: Russell Glitman **Secretary:** Gabrielle Bourassa

Guest/s: Sean Adkins

Agenda Addition(s)

- Director's evaluation added to agenda.

Acceptance of Meeting Minutes

- Kevin moved, Cathy R. seconded. Passed.

Financials (report and committee)

- Fundraising strong; no major changes.

Committee Reports and Actions

Executive:

- Reviewed Randal's evaluation; website on track for July 1st completion. See New Business.

Nominating/Governance:

- Members who filled unexpired terms may serve both full 3-year terms thereafter.
- Board orientation update coming; Carolyn to distribute skills survey to new members.

Personnel:

- Nothing to report. Cultural assessment of staff roles suggested.

Development:

- Murder Mystery sold out (120–130 tickets); gross \$21,000, net \$17,000.
- Next meeting: June 22nd.

Policy & Planning:

- Document Retention draft ongoing; meets 2nd Wednesdays at 7pm.

21st Century Library:

- Focus shifting to capital campaign. Next meeting: May 28th, 4pm, Friends meeting space.

Strategic Planning:

- Staff input gathered. Task assignment clarified: board assigns all items to ED, who delegates to staff.
- Considering merging goals 4 and 5: "Cultivate a well-supported, engaged, and cohesive library team through open and transparent communication."

Building:

- Nothing to report.

Director & Assistant Director Updates

- Randal to purchase a soundproof pod using fundraiser and Friends funds.

Executive Session

- Entered 5:22pm (Joanne moved/Carolyn seconded); Amy, Randal, and Sean Adkins included. Exited 5:59pm (Joanne moved/Lenny seconded). Passed.

New Business

- Executive committee updated language in Director's Evaluation. Russell to send survey to all board members; input due June 1st.

Adjournment & Next Meeting

- Next Board Meeting: Wednesday, June 18, 2026 @ 5:15pm.

Adjournment: Kevin motioned to adjourn at 6:53pm, seconded by Joanne. Moved

Next Board Meeting: Wednesday, June 17, 2026 @ 5:15 pm