

# **RUTLAND FREE LIBRARY BOARD OF TRUSTEES**

**2/16/22**

**Meeting at Rutland Free Library Fox Room and via Zoom**

**Attending:** Jennifer Bagley \_\_X\_\_; Joe Bertolloni \_\_A\_\_ ; Chris Booth \_\_X\_\_ ; Candice Britt \_\_X\_\_ ; Matt Britt \_\_X\_\_ ; Barry Cohen \_\_X\_\_ ; Clare Coppock \_\_X\_\_ ; Sharon Courcelle \_\_X\_\_ ; Allyn Kahle \_\_X\_\_ ; Sarah Marcus \_\_X\_\_ ; William Notte \_\_A\_\_ ; Ed Ogorzalek \_\_X\_\_ ; Matt Olewnik \_\_X\_\_ ; John Skinner \_\_X\_\_ ; Olivia Tipton \_\_X\_\_ ; Randal Smathers \_\_X\_\_ ; Amy Williams \_\_A\_\_ (X is present, A is absent)

Guest: Russell Flannery

Presiding: Sharon Courcelle Secretary: Clare Coppock

**Agenda Addition(s):**      **None**

**Acceptance of Meeting Minutes:** After some discussion clarifying information from last meetings' minutes, Jennifer moved, Candice seconded and approval of the minutes from the 1/24/22 meeting were approved.

**Financials (report and committee):** Barry reported that January and year to date financials continue to be strong with small variances. Currently with 58% of the year reported, we are at 64% of revenue, and 60% expenses. One blip in expenses noted is the technology expense which is funded from ARPA money to purchase and install new RFID equipment. Investment income did drop, due to stock market lability. Candice moved/Allyn seconded the approval of the financial report.

## **Director & Assistant Director Updates:**

**Randal:** -clearing sidewalks was a big problem after the storm

-the current masking requirement is being met with some active hostility. A current program in the Fox Room with a Facebook posting showed all participants with no mask. This has increased anxiety for the staff. With the most recent information from the state, it is anticipated that masks will most likely be "recommended", not mandatory

-a gentleman with a history of violent threats has been frequenting the library, making for some tense situations for staff

-DPIL, which the library continues to support, is featured in a house bill currently being considered to guarantee \$100,000 yearly to support DPIL. Statewide, libraries are concerned that current library funding of around \$100,000 could be lost in poor economic times, while DPIL funding continues to be funded with this "guaranteed funding bill". Smaller libraries would be especially susceptible to losing much needed state funding.

-Randal shared a detailed "building notes" he provided to the state Working Group on Vermont Libraries, addressing issues with our current library building

-Eric Mallette, from the Paramount, has asked RFL to participate in the distribution of "Free Tickets" to Paramount events

-ARPA money has been spent. Tech specifics are being finalized to make sure the new RFID machines will work

-RFL recently received \$5000 for children's furniture

-The electric tricycle is up and running.

- Concerns regarding the safety issues for the underground oil tank which was replaced in 1990 are being researched
- Staff had a refresher safety training recently. A camera for the lobby has been purchased, panic button use was reviewed, gender inequities was discussed.

### **Committee Reports and Actions:**

**Executive: Sharon:** the new committee list was distributed and work is being done on defining the role and responsibilities of each committee

**Personnel: Matt O.:** work continues on setting the Ground Rules for contract negotiations. The committee will be meeting on Monday, Feb 21, to begin work on the wording of proposals for contract negotiations.

**Development: Matt B.:** confirmed monthly meetings to be held the 2nd Wednesday of each month at 5:15PM. Recent meeting focused on the development of a "Literary Gallery" featuring the release of the Julia Dorr poetry book, with a tentative date of May 14th. Details are being worked out as to how the event will proceed. Next meeting Mar 9th.

**Building: did not meet**

**Policy & Planning: did not meet** New committee members have been assigned, with a new chair to be named. There are lots of policies to review. The revamped "Social Media Policy" will be presented to staff and then brought back to the board to approve. Strategic Planning has been moved to the finance committee. Randal will send a link to a seminar: "Introduction to Strategic Planning for Public Libraries" to be held March 2nd.

**Executive Session:** Jennifer moved/Barry seconded moving to executive session at 6:11PM  
Matt B moved/Barry seconded coming out of executive session at 6:25PM

**New Business: none**

**Adjournment: 6:25PM**

**Next Board Meeting: Wednesday March 16, 2022 @ 5:15 pm**