RUTLAND FREE LIBRARY BOARD OF TRUSTEES
11/16/22
Meeting at Rutland Free Library Fox Room

Attending: Jennifer Bagley _X_; Joe Bertolloni_A__; Chris Booth _A__; Candice Britt__X___; Matt Britt__X_;Barry Cohen _X_; Clare Coppock _X_; Sharon Courcelle _X_;Allyn Kahle _X__; Sarah Marcus__X___; William Notte _X_; Ed Ogorzalek _A_; Matt Olewnik___X___; John Skinner_X_; Randal Smathers_X_; Amy Williams _X_ (X is present, A is absent)

Presiding: _Barry Cohen___Secretary: __Clare Coppock___

Guests: Darby Gorham, Jude Endrizal, Amanda Begin

Agenda Addition(s): None

Acceptance of Meeting Minutes: Matt Britt moved to approve, Will Notte seconded and minutes from the 10/19/22 meeting were approved unanimously.

Director & Assistant Director Updates:
Amy: see written report,
Randal: The budget meeting with the BOA Rec Committee was a lively, good, give and take and our 5% request was approved. Randal wanted to recognize Tom Depoy for meeting with him prior to the committee meeting to review the budget. The RFL board is requested to attend the BOA budget meeting in December to elicit support from the entire BOA for this budget request.
Randal was made aware by Bill Sweet that the Rutland Town Select Board had approved in 2015 a "written rule" that any entity that has a greater than 10% budget request requires a petition for the ballot, otherwise it will be automatically put on the budget with no issues.

Randal requested the board's input on the Patron Code of Conduct Policy, in particular "It is prohibited to sleep inside the Library building" , which was approved by the board at the Sept meeting. This policy needs to be posted publicly. How it is being enforced has not been consistent. Randal uses discretion and presented his reasoning of using his judgement as to how much the "sleeper" is interfering with the comfort of other patrons. Other leaders have followed it by the law. This has created some discourse amongst the staff. Homeless patrons seem to be the most controversial. Amy's input addressed the safety of the patron and the staff when awakening a patron. The executive committee met earlier this week and asked that the policy be reworked. Candace provided an example of managing a public building and the need for rules to be "clear". Amanda, who is sometimes in charge, stressed the many responsibilities already, and feels we need a hard and fast line. Matt O. says this is a failure of the policy review process, questioning why this issue wasn't addressed at the time of policy development/review, and the need for the board to receive information well before a board meeting so members can have time to review the information prior to a meeting. Randal noted the wording of the policy has not changed since it was written in 2015. He said the issue is not the policy, but of Randal not feeling it is a concern. Randal stated he will change his way and enforce the word of the policy. Will stated this is a failure of the state (the homeless issue), and it will become a bigger issue. It needs to be 100% directed policy, enforced uniformly. We need to be concerned about staff and patron safety when dealing with how a patron responds to being woken. Darby acknowledged the statewide problem and apologized to Amy for not having spoken up when the policy was presented to the staff. Amanda compared the “sleeping library patron” to the “sleeping classroom student” where teachers can use their discretion, as they know the student. It was acknowledged that when a policy is presented, all parties need to bring issues up and address them at that time. The plan is to resend the policy back to the Policy Committee to address whether it needs to be rewritten or not.

Financials (report and committee): Barry presented a colored summary of the Profit and Loss Budget Performance summarizing the first quarter of the fiscal year. There are very few variances and the budget continues to be on target.
We are close to signing an agreement with Davis and Hodgdon for their services.
Candace moved to approve/Will seconded and the financial report was approved

Committee Reports and Actions:

Executive: Sharon reported on the progress towards full board membership. No progress has been made in finding a new treasurer, but Ken Watson from Rutland Town has expressed interest in joining the board. He will be voted on at the January meeting.

Personnel: Did not meet. Two projects on board: Evaluation of the Library Director, and Creating a process to review non-union pay raises.

Development: Matt B reported the envelope stuffing went well. They did not anticipate the expanded mailing list, so more postcards will need to be stuffed once they arrive. Barry would like 100% participation response to the appeal from the board. The committee will begin to discuss development of the website, and a spring fundraiser. Discussion revolved around fundraisers being cost prohibitive for the common person.

Building: Randal has another name for a potential mason to address the falling bricks.

Policy & Planning: The finance committee sent the “Delegation of Authority” policy back to the policy committee for approval with the only change being the dollar amount for discretionary spending from $2500 to $5000. Candace moved to approve, but upon discussion of ways to potentially spend up to $5000 on a monthly basis without board approval, Candace rescinded her motion and moved that the policy be sent back to the finance committee to include revisions to tighten the language around how to monitor that spending. Will seconded the motion and it was approved.

New Business: None

Adjournment: 6:25PM

Next Board Meeting: Wednesday January 18th, 2023 @ 5:15 pm (no mtg in Dec)