RUTLAND FREE LIBRARY BOARD OF TRUSTEES
July 19,2023
Meeting at Rutland Free Library Fox Room

Attending: Jennifer Bagley _A_; Joe Bertelloni_X__; Candice Britt__X___; Matt Britt_X__;Barry Cohen _X_; Clare Coppock _X_; Sharon Courcelle _X_;Allyn Kahle _X__; Sarah Marcus__A___; William Notte _X_;; Matt Olewnik___X___; John Skinner__A_; Ken Watson__X_; Randal Smathers_X_; Amy Williams _X_ (X is present, A is absent)

Presiding: ___Barry Cohen___ Secretary: __Clare Coppock__

Guests: Elisabeth Kulas, Gabriella Turney
Agenda Addition(s):   None

Acceptance of Meeting Minutes: Joe moved/Will seconded the approval of the June minutes with some name spelling changes. Approved unanimously

Financials (report and committee): Barry presented the end of the fiscal year financials. It is a really good story, as the budget operations were within $3000 for the $1.2 million budget…favorable within 1%. Barry highlighted several areas compared to FY22, with tax support up 2%, Non-resident fees up 19%, Annual Campaign up 16%, Fox Funds down 20% (due to poor performance of investments 2021), payroll tax/benefits up 1%, and juvenile program spending up 146% (which is what we want to see happening), electricity costs up 13%, fuel costs up 29%, and DPIL up 139%
Barry was also able to report the contract with Davis/Hodgdon has been signed at the same fee as last year.
Joe moved/Will seconded approval of the financial report which was approved unanimously.

Director & Assistant Director Updates:
Randal: FY end statistics show circs up 10%, physical loans up 6%, e-circ up 24%, cardholders up 9%. This represents 11 consecutive months of growth. The staff is doing a great job. Programming is up
Amy: see written report, but note the security pieces are done to the ability possible. Barry clarified the research involved to find insurance coverage for staff to use pepper spray if required.

Committee Reports and Actions:

>   **Executive:** Barry will look into a clarification of the attorney issue with Andy, who is not willing to work on labor issues, but will address other issues as needed.
>   A big effort will be made for recruiting trustees. We currently have 2 positions open, plus 3 more positions will be vacant as of October, including the mayoral appointment from the BOA and the Mendon rep. Will will ask the mayor about making an appointment. Jennifer is looking into finding a Mendon rep. Goal is to have new trustees recruited by Sept 1st, to give them time to join the RFL Association, with membership required for 30 days prior to eligibility to be a trustee. We are still in need of a treasurer.

>   **Personnel:** Did not meet, but Matt O and Sarah are meeting next week with the union reps regarding the Sick Bank issue.

Development: Did not meet, but Matt B reports they have a proposal they will be working on at the next meeting, but are not ready to present, yet.

Building: New hand dryer to be installed in bathroom A. Carpenter/Costin will trim and mulch the area by the bench. Other issues are still out there.

Policy & Planning: Allyn presented the Harassment Policy which has been reviewed by both the staff and lawyer. Allyn moved/Joe seconded the approval of the policy which passed unanimously. Joe requested the committee address the Bylaws article 2 section 2 regarding how towns can/should be involved in selection of board members. The committee will work on clarifying this section and asks the trustees to review the entire Bylaws and if anything else looks like it needs clarification/updating please send it to Joe so the committee can address it. Goal is to have the changes ready for board approval at the August meeting, so it gives enough time to include for the 30 day warning prior to the annual meeting in October.

New Business: None

Matt B moved/ Will seconded moving into Executive Session to include Randal, Amy, Gabriella, and Elisabeth to discuss RFL project development at 5:50PM

Out of Executive Session at 6:46PM

Adjournment: 6:47PM

Next Board Meeting: Wednesday_August 16th, 2023_@ 5:15 pm