

RUTLAND FREE LIBRARY BOARD OF TRUSTEES

March, 2026 5:15PM

Meeting at Rutland Free Library Fox Room

Attending: Ann Bannister ___X___; Gabi Bourassa ___X___ Clare Coppock ___X___; Leonard DeLorenzo_A___; Fern Fryer ___X___; Russell Glitman ___X___; Patrick Griffin_X___; 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: Clare Coppock

Secretary: Gabrielle Bourassa

Guest/s: Jude Endrizal, Amanda Munch

Agenda Additions

- Board directory photo added to agenda

Meeting Minutes

- January minutes correction: Matt O. did not resign from the board (*Kevin motioned, Anne B. seconded*)
- February minutes correction: \$25,000 for Asa Bloomer Costs (*Joanne motioned, Kevin seconded*)

Financials

- On track with tax support, fundraising, and Friends fundraising
- Some unexpected building repair costs
- Staff and benefits running under budget but expected to catch up by year-end
- *Motion to approve financials made by Cathy R., Kevin seconded, moved.*

Committee Reports

Executive

- Building and personnel discussed in executive session
- Friends of the Library presented a ceremonial check to the Library from their fundraising efforts with the Cellar Sellers book sales for over \$31,000 (February 2025–February 2026); press release forthcoming

Nominating/Governance

- Open question: when a board member leaves before their term ends, should their replacement serve only the remainder of the term or a full 3-year term? More updates next month

Personnel

- Discussed in executive session

Development

- Donor letter being sent to lapsed donors, timed with Library Giving Day (April 1)
- Murder by the Book event sponsorships at ~\$8,000
 - Cast, food, drinks, tables, and posters confirmed
 - Ticket sales are slow — next steps include social media promotion and flyer posting

Policy & Planning

- Working on Document Retention and Destruction Policy; draft expected for next month's board review

21st Century Library

- No updates

Strategic Planning

- Full planning meeting: March 18, 9:30am–4:00pm
- Follow-up meetings: March 24, April 27–28

Building

- Updates covered in the Director's Report

Director & Assistant Director Updates

- Library infographic should be more widely shared, particularly on social media
- Planning a meeting with Chris Louras next month to discuss the cold weather shelter
- Board requested public/staff safety be added to the next Executive Committee meeting agenda

- 211 service is not working; Chris Louras connected Amy with 211 to find a resolution

Executive Session

- Entered at 6:17pm (*Cathy R. motioned to enter executive session to discuss personnel and building issues with Randal and Amy included, Carolyn M. seconded*)
- Exited at 6:49pm (*Carolyn motioned, Cathy S. seconded*)

New Business

- Motion by Cathy R. to propose to the RFL employees union that the RFL board of trustees and union reopen the MOU (entered December 15, 2023) to strike the 15% salary adjustment (*Kevin seconded; moved*)

Adjournment & Next Meeting

- Adjourned at 6:50pm by Clare
- Next Board Meeting: Wednesday, April 15, 2026 @ 5:15pm