

**Minutes, 134th ANNUAL MEETING**  
**Rutland Free Library Association**

**5:15PM Wednesday, October 21, 2020 via Zoom**

President Sharon Courcelle called the meeting to order.

Secretary Clare Coppock presented the minutes of the 133rd annual meeting, approved unanimously.

Treasurer Barry Cohen summarized the financial report for Fiscal Year 2020, highlighting that revenue was 2% above budget, expenses were 6% below budget, which made for a very favorable financial picture. He also mentioned the cooperative effort working with Grace Church and RRMCC regarding moving the Fox Fund to a more conservative, less risky investment. Approved unanimously.

Sharon provided a summary of the amazing past year. It started with the development committee working on "Table of Contents" and board members attending the Board of Alderman meeting to garner support for the budget. The staff began the process of weeding over 6000 titles and purging 3200 patron records. Then, in March, COVID hit and the library closed its doors Mar 16th. The board voted to continue paying the staff, who rose to the occasion and used the time to work from home, cleaning up records, and other work as they could. Soon the library was offering curbside services, and other "on-line" services. On May 18th, the doors were re-opened (the 2nd library in the state to open) with a limit of 10 people and a 30 minute time limit. COVID protections were put in place and the staff, again, rose to the occasion by continuing to provide services including tax help and voter registration. The summer reading program expected 30 activity boxes turned out to be greater than 600, which, again, the staff helped distribute. Will Notte offered to chair the policy committee which has been addressing long neglected policy updates as needed.

Director Randal Smathers began his report with the quote: "It mattered not from whence it came", regarding the work that has happened due to the pandemic. The virus has accelerated the move to on-line services provided by the library. Pre-COVID, on-line services were 10%, by June it had jumped to 12%, and by the end of Sept, closer to 18%. Patrons are using all forms of access to books, with audiobooks being the fastest growing segment. There have been more demands for on-line services, with the most recent addition being access for kids from classrooms through the Libby app on Overdrive. Randal expressed that it has been a privilege to work with a very talented staff and board.

Chris Booth expressed a huge "Thank You" to Randal, Amy, and the staff for all they've done to keep the library running.

**New Business:**

All of the Trustee Roster members who have completed 3 years have agreed to stay. Olivia Tipton has been nominated to replace John Wallace as a Rutland City representative. Unanimously approved.

Meeting Adjourned 5:52PM

