

RUTLAND FREE LIBRARY BOARD OF TRUSTEES

Aug 18,2021

Meeting at Rutland Free Library Fox Room

Attending: Jennifer Bagley _A_; Chris Booth _A___; Barry Cohen _X_; Clare Coppock _X_; Sharon Courcelle _A_; Anita Duch _A_ ; Allyn Kahle _X___; William Notte _X_; Ed Ogorzalek _X_; Catherine Picon ___X_; Stephanie Romeo_A_; Olivia Tipton_X___; Nancy Wennberg _X___; Randal Smathers_X_; Amy Williams _X_ (X is present, A is absent)

Presiding: _Barry Cohen____Secretary: ___Clare Coppock

Agenda Addition(s): None

Acceptance of Meeting Minutes: Motion to approve the minutes of the 6/16/21 meeting were made by Ed, seconded by Will and approved unanimously.

Financials (report and committee): Barry reported on the July financials. The budget has been adjusted with contributions/grants being increased to account for the one time ARPA grant received and Fox Fund distributions being higher due to market performance. Programs are gearing up after Covid constraints and the new Children's librarian. Total Operational Expenses are on budget. Investment Income is up by \$25,000. Acceptance moved by Nancy, seconded by Jennifer, passed unanimously.

Director & Assistant Director Updates:

Randal: discussion is occurring on re-establishing mask requirements. Programs are increasing, with lots of children's offerings, including "Out of the Box", "STEAMRoller bike loan program" with helmets, and soon to start the loaning of Chromebooks. The paperwork has been filed for spending the ARPA funds, with most of it planned to go toward updating the RFID technology. Year end stats are starting to come up, especially when looking at the calendar year 2021. E-circs continue to go up. Overall, signs are positive

Amy: most exciting news is the soon to be released book of Julia Dorr's Poetry, to coincide with the unveiling of the Julia Dorr statue. Chris Booth helped design the cover, Barry wrote a piece for the back of the book, Amy wrote the forward, Will and Bianca helped choose the poems to be included. The book is 60 pages and will sell for \$7.99

Committee Reports and Actions:

Executive: Board member update, two new members have been identified, one from Rutland City, one from Rutland Town. We are currently in need of two more members, one from the city, and one "at large" member.

Personnel: Randal met with the union to discuss removing the maintenance position from the union, as we would like to continue the outside contract for cleaning services, and add a circ position, which would be a union position. It has been clearly identified that additional circ help is needed and IT support.

Development: Catherine reported the book sale over the past weekend went well, clearing \$1875. Many people came over from Art in the Park. Val and Linda sorted over 8000 books in preparation for the sale. Committee has discussed the need to network and get the word out about services the library provides to the community. The annual appeal will need to be sent out soon.

Building: Mayor Allaire, Board President Matt Whitcomb, and city treasurer Mary Markowski visited the library for a “boiler tour” to discuss who is responsible to pay for the repairs or the replacement of the “sick” boiler. The mayor did acknowledge it is the city’s responsibility to pay and they would prefer the repair cost of \$10,000 vs the replacement cost of \$70,000+. Waiting to hear from Mark McGee, plumber, to see if it can be repaired or needs to be replaced.

Policy & Planning: Will presented the Social Media Policy which delineates employees use, trustee use, and public use of library social media. Will made a motion to approve the policy, seconded by Nancy, approved unanimously. The committee is currently working on a Flag Policy.

New Business: none

Adjournment: 6:19PM

Next Board Meeting: Wednesday, September 15, 2021 @ 5:15 pm