

RUTLAND FREE LIBRARY BOARD OF TRUSTEES

Oct 20, 2021

Meeting at Rutland Free Library Fox Room

Attending: Jennifer Bagley _X_; Joe Bertelloni _X_; Chris Booth _X_; Barry Cohen _X_; Clare Coppock _X_; Sharon Courcelle _X_; Allyn Kahle _X_; William Notte _X_; Ed Ogorzalek _X_; Matt Olewnik _X_; Catherine Picon _X_; Olivia Tipton _X_; Randal Smathers _X_; Amy Williams _X_ (X is present, A is absent)

Presiding: Sharon Courcelle__Secretary: _Clare Coppock__

Agenda Addition(s): None

Acceptance of Meeting Minutes: Jennifer moved and Will seconded the acceptance of the minutes of the 9/15/21 minutes, approved unanimously.

Financials (report and committee): Barry reported the month of September is similar to other months being close to budget, with nothing abnormal. The balance sheet continues to be strong. Barry then presented the proposed RFL Budget for FY 22/23. The budget is based on a 2% increase in tax support as agreed on by Mayor Allaire. Total expenses are proposed to increase by 6%, including a proposed new 15hr/week librarian to free up Randal and Amy from the Help Desk to focus more time on management and expenses to conduct a Financial Audit (which hasn't been done since 2015). Basically this budget will be a break even budget. Barry moved to approve the financial report, seconded by Will, and approved unanimously.

Director & Assistant Director Updates:

Amy: welcome to Matt and Joe. Amy has been focusing on Long Term Decision/Strategic Plan, looking at resiliency and how best to look at old solutions that can be adjusted/changed to meet new challenges. Jennifer acknowledged Amy's list of WINS in her written report

Randal: took a 2 week vacation which really helped him to recharge. ARPA paperwork is complete and we should be receiving the money in early Nov. The request is for 2 self checking stations (1 in the children's area) and a new RFID for checking in books. Increased use of the Fox Room has created some issues with enforcing the mask mandate. A recent Sat. AM political party meeting with over 100 attendees had >50% not wearing masks. This required extra measures of airing the room out. Other programming coming up include First Wednesdays, with Nov being a live event with the Refugee Game. December will also be live, but Jan-March look to be "on-line". Randal also mentioned the external panel looking at the state of libraries in VT is missing the bigger issues like the state-wide loan program/currier service.

Committee Reports and Actions:

Executive: Sharon reported the committee met to discuss new board members, and ongoing personnel and building issues

Personnel: the new maintenance position was posted 10 days ago. The current temporary maintenance provider has applied. The temporary long-term circulation position has been turned into a 15hr/week + benefits position.

Development: Catherine reported the postcard with Olivia's wording will be sent to Green Screen printing as soon as Chris gets the final placement ready. Anticipate a "stuffing" party soon.

Building: the new boilers should be in soon. Jennifer noted the "Heart" can be moved to a new location with no strings attached. The Chaffee has 42 benches they are auctioning off that have been painted by local artists and recommended we look at buying one to place next to the Julia Dorr statue. She will follow up. The "bikes" have been moved to further unclutter the entrance. Carpenter/Costin will look at better landscaping around the statue to improve the look.

Policy & Planning: did not meet. Will reported the staff had some issues with the approved Social Media Policy which the committee will relook at for the next meeting.

New Business: None

Adjournment: 6:58 PM

Next Board Meeting: Wednesday, November 17, 2021 @ 5:15 pm