

# RUTLAND FREE LIBRARY BOARD OF TRUSTEES

2/21/24

Meeting at Rutland Free Library Fox Room

**Attending:** Joe Bertelloni\_\_X\_\_; Candice Britt\_\_X\_\_; Matt Britt\_\_X\_\_; Barry Cohen\_\_X\_\_; Kevin Coleman\_\_A\_\_; Clare Coppock\_\_X\_\_; Allyn Kahle\_\_X\_\_; Sarah Marcus\_\_X\_\_; Carolyn Meub\_\_X\_\_; Matt Olewnik\_\_X\_\_; Joanne Pencak\_\_X\_\_; Jonathan Reynolds\_\_X\_\_; John Skinner\_\_X\_\_; Ken Watson\_\_X\_\_; Randal Smathers\_\_X\_\_; Amy Williams\_\_X\_\_ (X is present, A is absent)

Guests: Amanda Begin, Jude Endrizial

Presiding: Barry Cohen Secretary: Clare Coppock

Barry began the meeting with a reminder that we, as a board, voted to “Go for the Gold” with our Renovation and Expansion project and that we need to realize the list of work is big.

He also mentioned the Annual Campaign has brought in \$29,000 so far and we want to see 100% participation by board members to this campaign, so please consider giving.

Barry will be calling all members for committee assignments.

Barry requested participation by board members in the various activities being sponsored by the library. The next big event is the DPIL graduation ceremony at 11AM on March 2nd

**Acceptance of Meeting Minutes:** Matt B moved and John seconded the approval of the minutes from both the 1/17/24 regular and 2/6/24 supplemental meeting. Approved unanimously

## **Director & Assistant Director Updates:**

**Amy:** gave a report on action that regards libraries currently being worked on in the Vermont Senate and House. Sen Hardy is sponsoring an S220 bill regarding several aspects of libraries, including:

1. tackling the expense of e-book loaning
2. book bans, giving VT libraries authority to have DEI guidelines
3. lowering the age of patron confidentiality to 12
4. clarify the relationship between library boards and towns
5. addressing accreditation of personnel working in libraries by Dept of Libraries
6. putting Vermont’s public libraries under the school safety rules

H806 currently has 18 sponsors addressing the VTDL to adopt ALA Bill of Rights to ban book bans.

**Randal:** Tiuanna’s orientation is progressing, help desk training is complete, she did her first book order, had made the RFL Dungeons and Dragon Group official, and is learning to take over the patron computer upgrades as she moves into the role of IT leader.

We are in good to excellent shape with the grant proposal. Randal attended the Rutland BOA meeting last night for their support of the project. Still awaiting the engineering cost study. Lots of outreach happening, see Randal’s report. VT Dept of Libraries annual conference will be held at Killington, May 20th. Board members are invited to attend.

The state is getting out of providing broadband services to libraries and will be giving us \$20,000 to fund our own provider. Comcast proposed charges of \$900/month. Randal will be looking into other options.

**Financials (report and committee):** Barry reported continued good news on the financial front with 58% of the year gone past, and 58% of revenue brought in and 58% of budget spent. Looking at particulars, staff expense is up due to full staff and the pay out of health benefits for those refusing RFL health benefits. Casey Palumbo solicited bids for landscaping services and RFL will be serviced by Intrinsic, saving \$2000/year.

Rundown of towns regarding town meeting votes and letters of support for the renovation project

Tinmouth: expect the letter of support any day, now. The budget is now a line item on the ballot along with 28 other funding requests, which is an unknown as to how the vote will go.

Mendon: Jonathan has emailed the select board for a letter of support and will follow up

Ira: Allyn reported Ira will be voting Australian ballot now. The letter of support is forthcoming

Rutland Town: Joe spoke at the selectboard meeting and they approved support unanimously and will get the letter sent soon.

Joe moved and Matt B seconded approval of the financials which was approved unanimously.

### **Committee Reports and Actions:**

**Executive:** supplemental full board meeting was held instead of executive meeting

**Personnel:** Matt O reported he met with Amanda and Tiuanna regarding the sick bank policy and they will be taking the information back to the membership. Other issues regarding this need to be discussed in executive session.

**Development:** Matt B reported the committee met regarding Rutland Reads fundraising opportunity to be held April 27th (in 9 weeks). Location and sponsorship spreadsheet is being worked on and a flyer to be developed, highlighting what we do, good will, and word of mouth. Information to be shared with the board for help requested in getting sponsors and readers.

**Policy & Planning:** Joe presented the "Collection Development Policy" which has been refreshed with inclusive language with help from the librarians. Added new to the policy is the separate "VT Creators Shelf" section which allows any artist work can be allowed to showcase VT artists, who may have self-published works (thus no ISBN), which would have precluded the allowance of such materials added to the library collection. This opens up a variety of local creators to be showcased.

Matt O mentioned the policy does state the vision and mission statement is to be followed and he felt the V and M statement needs to be revisited and possibly updated.

The committee will look at that and will report back to the board.

Matt B moved/Joe seconded approval of the Collection Development Policy and it was approved unanimously.

**Renovation and Expansion:** Clare reported the committee has been hard at work. The community engagement work continues, with the big community meeting occurring on Thursday, Feb 29th at 5PM. All are encouraged to attend. The building and design subcommittee met and is beginning that piece of the project. Work that has been done so far include an energy audit, visit from the State Historic Preservation, and Disability/ADA assessment. As Randal reported, the grant proposal work is in excellent shape, with the goal of having all pieces put together by Mar 4th for submission. Grant request is due Mar 12th. All of these reports are available in the google drive 2023 Renovation folder which is accessible by all board members.

**New Business:** none

Carolyn moved/Joe seconded going into executive session to include Randal and Amy to discuss personnel issue at 6:15 PM

Out of executive session at 6:40PM

**Adjournment: 6:40PM**

**Next Board Meeting: Wednesday March 20th, 2024 @ 5:15 pm**