

# **RUTLAND FREE LIBRARY BOARD**

**Jan. 15, 2025**

**Meeting at Rutland Free Library Fox Room**

**Attending:** Ann Bannister\_\_X\_\_ ; Joe Bertelloni\_\_A\_\_ ; Gabi Bourassa\_\_X\_\_ ; Clare Coppock \_\_X\_\_ ; Leonard DeLorenzo\_\_X\_\_ ; Allyn Kahle \_\_X\_\_ ; Kevin Klamm\_\_A\_\_ ; Carolyn Meub\_\_X\_\_ ; Matt Olewnik\_\_X\_\_ ; Joanne Pencak\_\_X\_\_ ; Cathy Reynolds\_\_A\_\_ ; Cathy Solsaa\_\_X\_\_ ; John Skinner\_\_A\_\_ ; Ken Watson\_\_X\_\_ ; Randal Smathers\_\_X\_\_ ; Amy Williams \_\_X\_\_ (X is present, A is absent)

**Presiding:** Clare Coppock

**Secretary:** Allyn Kahle

**Guests:** Martha Perkins, Jude Endrizal, Yvonne Brunot, Russell Glitman

**Agenda Addition(s):** None

**Acceptance of Meeting Minutes:** Carolyn moved and Lenny seconded acceptance of the minutes of the 12/18/24 meeting which were approved unanimously.

## **Committee Reports and Actions:**

**Financials (report and committee):** Joanne reported that we are ahead of our annual appeal goal; we received a \$5,000 anonymous donation. She has scheduled a Chipotle fundraiser on Feb. 18, from 5 to 9pm. A percentage of the take from that evening will be donated to RFL. Advertising will be done by the Development Committee.

Building expenses for the year to date are about \$19,000 more than expected. There have been some losses in our investment accounts as a result of fluctuations in the market.

We have had two responses to our request for proposal for a yearly financial review and we should receive more by the February deadline.

**Executive:** Clare reported that Ken and Joe attended the Rutland Town Budget meeting. Ken stated the meeting went smoothly.

Clare and Randal attended a meeting of the Community and Economic Development Comm. of the BoA. The Committee approved \$25,000 to hire an architect for plans for the Asa Bloomer Building which will need to be approved by the full BoA.

Clare reminded trustees that the first informational meeting is Thursday, Jan 16, in the Fox Room at 5:30. Marsha Cassell will be moderator.

**Personnel:** Discussed in Executive Session

**Development/Marketing/Event Planning:** Joanne needs another member for this committee who she hopes will be chair.

**Policy & Planning:** Allyn introduced the old Flag Policy which has been renamed the Promotional Materials Display Policy. It has been rewritten to be simpler and more

neutral. Randal asked for additional time to remove the flag on the outside of the building which does not comply with the new policy. Carolyn moved and Matt seconded to accept the policy as written to take effect on Mar. 1. The policy passed with one abstention and one no vote.

**Board Governance:** Carolyn reported the governance committee is developing a skills assessment for the board to identify skill gaps in our membership. The purpose is to identify a pool of potential trustees to fill those gaps. Potential trustees could be invited to serve on committees previous to joining the board.

**Director's Report:** Randal announced Morgan Nichols from Becca Balint's office will be at the informational meeting with VT State Librarian, Catherine Delneo, on Jan. 22. There are some logistical details to be worked out for that day.

Randal identified some of the building problems, which include plumbing and plaster issues, that led to the building expenses being over-budget.

The new website is coming along. Randal asked for volunteers for a branding process to develop a new logo for the library. He does not know how much time will be involved.

**Asst. Director's Report:** There were no questions about Amy's written report.

**New Business:** Russell Glitman was introduced and voted as a new member of the board contingent on his membership in the RFL Association. As he is becoming a member of the Association tonight, he will become a Trustee in 30 days, Feb. 7, 2025.

**Executive Session:** Joanne moved and Lenny seconded to go into Executive Session with Amy, Randal and Russell to discuss contractual issues at 6:00 PM.

**Out of Exec. Session:** 6:17 PM

**Adjournment:** 6:18 PM

**Next Board Meeting: Wednesday Feb. 19, 2025 @ 5:15 pm**