

## **RUTLAND FREE LIBRARY BOARD OF TRUSTEES**

**February 18, 2026 5:15PM**

### **Meeting at Rutland Free Library Fox Room**

**Attending:** Ann Bannister\_\_X\_\_; Gabi Bourassa\_\_X\_\_ Clare Coppock \_\_X\_\_; Leonard DeLorenzo\_\_X\_\_; Fern Fryer \_\_X\_\_; Russell Glitman \_\_X\_\_; Patrick Griffin\_\_X\_\_; Jeanne Kirbach \_\_X\_\_; Kevin Klamm\_\_X\_\_; Carolyn Meub\_\_X\_\_; Matt Olewnik\_\_A\_\_; Joanne Pencak\_\_X\_\_; Cathy Reynolds\_\_X\_\_; Cathy Solsaa\_\_X\_\_; Randal Smathers\_\_X\_\_; Bill Wiles\_\_X\_\_; Amy Williams \_\_X\_\_ (X is present, A is absent)

**Presiding:** Clare Coppock      **Secretary:** Gabrielle Bourassa

**Guest/s:** N/A

### **Agenda Additions**

A motion to welcome Patrick Griffin as a new board member was made by Cathy R. and seconded by Anne and passed. Meeting minutes for January and February will be approved at the March meeting.

### **Financials**

The annual campaign is performing well, with increases in both contributions and grants. The budget is on track for staff and benefits, with some extra expenses covered by the Friends of the Library (a public acknowledgement is being planned). A \$25,000 grant from the City of Rutland was received for strategic planning.

**The financial report was approved on a motion by Cathy S. and seconded by Lenny D.**

### **Committee Reports**

**Executive:** Two personnel issues are pending; the personnel committee will convene to address them. A thank-you letter to the Rutland delegates is being drafted by Amy W.

**Nominating/Governance:** The committee is reviewing board member job descriptions and clarifying its own role.

**Personnel:** Matt O. is planning a meeting with the committee.

**Development:** Staff and kids sent 28 valentines to top donors of the annual campaign. National Library Giving Day (April 1) is being planned with Gina Grove. The Murder Mystery fundraiser is in progress — costumes are being collected by Marsha, Stafford Tech is producing actor photos for posters, and \$2,000 in sponsorship has been secured from the Friends of the Library plus some additional sponsors.

**Policy & Planning:** Focused on document retention; update coming in March.

**Strategic Planning:** Hopes and fears sessions have been completed with staff, admin, and board. A full planning meeting is scheduled for March 19, 9:30–4:00 at the HUB. Key leader interviews are ongoing, with about 21 completed.

**Building:** Future building strategies were discussed.

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

A new dry sprinkler valve will be installed. Town meeting planning is under way.

#### **Executive Session**

A motion to enter executive session with Amy W. and Randal S. to discuss personnel matters was made by Cathy R. and seconded by Joanne P. The session concluded at 6:34 PM.

#### **New Business**

**A motion to add clarifying language to Article 22 E. of the CBA — *"This measure is averaged across weeks worked, not calendar weeks"* — was made by Joanne P. and seconded by Cathy R. The motion passed.**

**Adjournment:** Clare C. adjourned at 6:36pm

**Next Board Meeting:** Wednesday, March 18, 2026 @ 5:15 pm