**RUTLAND FREE LIBRARY BOARD OF TRUSTEES**

 **April 19, 2017 @ 5:15pm**

 **Draft Minutes**

**Attending:** Rachel Alexander X;Betsy BloomerX;Heather Cooper X; Anita Duch X; Hurley Cavacas A;Sherri Durgin-Campbell X;Doris Farenkopf X,Joan Gamble X; Kay Jones X; Jude Endrizal A ;Betsy ReddyX;Cathy ReynoldsA; Stephanie RomeoX;Abby Noland X; Randal Smathers A (X is present, A is absent)

**Agenda Addition(s):**

**Acceptance of March 15, 2017 Regular Meeting Minutes**: Motion/Second –

([http://rutlandfree.org](http://rutlandfree.org/%20tes/))

**Introduction of Ed Ogorzalek.** Trustee vote to accept as Rutland Town Library Board of Trustee Member: Unanimously approved

**Financials:** Motion/Second –Betsy Bloomer presented an overview. There were no questions regarding the P & L and the budget. Michael Bandler is in process making the new budget sheet format to reflect the restricted and unrestricted funds. Motion to approve: Joan, second Betsy R., All: Aye

**Director & Assistant Director Updates:**

Monthly Statistics: (sent in email) circulation is beginning to improve again

 Monthly Activity Reports: (sent in email)

Abby researched security guard prices. Betsy B. said she would send some alternative possibilities.

**Committee Reports and Actions:**

**Executive:**

Acceptance of Fox Endowment legal opinion document provided by

Bob Pratt of Pratt Vreeland Kennelly Martin and White LTD: Motion to approve: Rachel, second Anita, All: Aye

**Personnel:**

**Development:** Annual Spring Appeal, please meet at the library May 11, 3:30pm to personalize appeal letters. Abby will send a review list from the last three years to both Betsy (done)

**Building:** Rutland Reach volunteers coming April 29 to do a variety of repairs and painting tasks. New Cleaning volunteers have been found through a Group home.

**Policy & Planning:** Review of quarterly Balanced Scorecard

**Futures (Ad Hoc):** Discussion of possible bond issue for March 2019; financially wise to remain in this current space; Abby will send American Library Association Return On Investment (ROI) information to Joan (done.) Review of City Charter: http://www.rutlandcity.org/vertical/sites/%7B7B135F7F-3358-43FC-B154-A313EF1F3222%7D/uploads/Rutland\_City\_Ordinance\_15.pdf

**Executive Session:** Entered 6:25pm to discuss personnel issues. Exited 6:57pm

**Old Business:**

**New Business:**

**Public Comment:**

**President’s Comments:**

**Adjournment:**

Next Board May 17, 2017 @ 5:15pm