

RUTLAND FREE LIBRARY BOARD OF TRUSTEES

August 15, 2018@ 5:15pm

Attending:; Jennifer Bagley A; Chris Booth A; Heather CooperX; Clare Coppock X; Sharon Courcelle X; Anita Duch A; Ed Ogorzalek X; Joan Gamble: X; Kay JonesX; William Nottle A; Cathy Reynolds A; Stephanie RomeoX; John Wallace A; Nancy Wennberg X; Randal SmathersX; Amy Williams A; (X is present, A is absent)

Agenda Addition(s):

Acceptance of July 18, 2018 Minutes: Motion to approve made by Ed, seconded by Sharon. Motion approved.

Financials (report and committee): Committee met. The net revenue is twice as good as the budget. It appears that the Library is doing better than expected, but we have yet to have a approved union contract in place that will affect the balance and we are not currently showing the accruals due to the current accountant's preference to not include them. We will be going back to the prior practice of showing the accruals.

We are anticipating from the Fox Fund a 13th payment of more than \$30,000, so anticipate we will need to discuss how to utilize that surplus. Randal will be having a conversation with the four librarians to discuss how to use the overage to benefit patrons with the purchase of materials. May consider using some funds to increase the Library's streaming offerings.

Anticipate receiving year-end numbers next month.

Director/Assistant Director Updates:

Randal - Thanked Ed for his participation in the recent meeting with the company that is managing the Fox Fund, because he asked tough questions that have not been previously addressed. In the last five years they have only outperformed the Vanguard Life Strategy fund one time.

Randal said that the issue of trying to forgive fines for kids has turned into a much more complicated process than expected. We are currently talking about forgiving fines. Fines would still accrue, if you accrued \$10 in fines that would still block the account, but when items are brought back the fines would be forgiven. This will work well with our software. Brattleboro used this successfully in the past and is going back to this practice. It would create a \$12,000 hole in the budget, which some years may be significant. Karen McDonnell is doing most of the work on this issue, researching and bringing back information. Kay questioned how many patrons this would affect. Randal will ask Karen to look into that statistic. Randal said that most libraries who have done fine forgiveness do not find a \$12,000 hole in their budget because they put out a donation jar and find that people will contribute in lieu of paying a fine.

Committee Reports and Actions:

Executive: Heather has prepared new committee assignments. The committee did not meet this month. The Rutland Free Library Association, Inc.'s annual meeting is set to take place on October 17th. The meeting will take place at 5:15 PM in the Fox Room, followed by the regular board meeting.

Personnel: Will meet on Monday to review applicants for the financial officer position. Also anticipating resuming contract negotiations with the union later this month.

Development: Have started to receive the first donations for next year's annual appeal. Randal has spoken with Chris about taking photos for the next advertising poster/patron story. The goal this year is to send out the annual patron appeal in October.

Building: Randal has discovered that back in 2005 the Library trustees had a sound analysis of the Fox Room acoustics done by a professional, but those recommendations were never used. The analysis report was referred to committee and they will be working on making some of those improvements to the room.

Policy & Planning: Did not meet this month.

Executive Session: None.

Old Business: None.

New Business: Joan sent information to all board meetings about the upcoming retreat put on for Libraries & Non-Profit Owned Municipal Buildings held by the Preservation Trust of Vermont, which will be in Grand Isle. Joan and Kay have attended and found it to be a very informative and well-done event. It is on the 17th and 18th of September.

Public Comment: None.

Adjournment: Motion to adjourn made by Joan, seconded by Kay. Motion approved at 6:23 PM.

Next Board Meeting September 19, 2018 @ 5:15 PM