**RUTLAND FREE LIBRARY BOARD OF TRUSTEES**

**February 20, 2019**

**Meeting at Rutland Free Library Fox Room, 5:22 PM**

**Attending:** Jennifer Bagley X\_; Chris Booth X\_; Barry Cohen X\_; Heather Cooper\_; Clare Coppock X; Sharon Courcelle X\_; Anita Duch \_X ; Sherri Durgin-Campbell\_\_; Kay Jones\_\_; William Notte \_A\_; Ed Ogorzalek\_X\_; Stephanie Romeo X; John Wallace\_A\_; Nancy Wennberg \_X\_; Randal Smathers\_X\_; Amy Williams \_X\_ (X is present)

Presiding: \_Stephanie Romeo\_\_\_ Secretary: Barry Cohen (acting)\_\_

**Agenda Addition(s): None**

**Acceptance of Meeting Minutes:** The Minutes from the previous Board Meeting were reviewed and unanimously approved.

**Financials (report and committee):** Ed Orgozalek presented the financials.

* Explained new format – no longer netting Fox funds, added new columns
* Town of Rutland tax $ expected by the end of Feb.

The financial report was unanimously approved by the Board on the motion by Ed.

**Director Report**

Executive Director Randal Smathers focused his report on town meetings.

* Tinmouth meeting on 3/2
* Rutland town on Monday – largest request in their budget.

Expects routine approval based on pre, pre meetings.

Financial discussion of issues with the Building.

* GMP contributions
* Steve Costello meeting this Friday
  + HVAC needs
* Renovation of Third Floor (2M)
* 2020 expected date of going to taxpayers for bond

In depth discussion of audio needs for the Fox Room

* Ease of use is key
* $5K possible participation with the Friends of the Library & Potentially the Rutland South Rotary in support of Children programing
* Total costs range from $7.8K for audio, to $14.4K for audio & visual projector

Motion made & approved – Randal will order the audio & write a grant.

Randal explained process for Bonds issued for non-Library needs:

1. Library pays for Library needs ( ie: upgrading childrens area & the circ desk)
2. Rutland City pays for Infrastructure (ie: HVAC & new roof)

**Assist Directors Report – Amy Williams:**

* Most groups with less than 12 people don’t get counted in the Fox room accumulation.
* Smaller groups use the small meeting room, which is not tracked

**Committee Reports and Actions:**

**Executive:**

* Discussion of Fox Fund investments
* No personnel or union issues

**Development:**

Discussion of May 3rd Fundraiser – Murder by the Book!!

* 3 of 5 promo photo shoots complete – will be used to play “Can you guess who this is?” beginning in Mid March.
* Promotion & invites – discussion of social media & posters
* Working on corporate donations & door prizes
* The need to cover expenses, crucially beer has been donated, catering tbd.
* Expect to sell 150 tickets thru on-line portal @ $60 each.
* Will pay $25 for permit to serve booze to those over 21 years old.

**Building:** Has not met. Planning on the 2nd Monday of the month

**Policy & Planning:** No meetings held

**New Business:**  none

**Old Business**: none

**Adjournment:**  Upon motion of J. Bagley. 2nd by B. Cohen

**Meeting adjourned :** 6:39 pm