

RUTLAND FREE LIBRARY BOARD OF TRUSTEES

9/16/2020

Meeting at Rutland Free Library Fox Room

Attending: Jennifer Bagley _X_; Chris Booth _X_; Barry Cohen _X_; Clare Coppock _X_; Sharon Courcelle _X_; Anita Duch _X_; Sherri Durgin-Campbell_A_; Allyn Kahle __X_; William Notte _X_; Ed Ogorzalek _X_; Catherine Picon _X_; Stephanie Romeo_X_; Nancy Wennberg __X_; Randal Smathers_X_; Amy Williams _X_ (X is present, A is absent)

Presiding: _Sharon Courcelle_Secretary: __Clare Coppock_____

Agenda Addition(s): Barry met Amanda Fiske, artist who is working on the Julia Dorr (founder of the library) carving. He advised that we should be sure to actively participate when the sculpture is placed and revealed.

Next month is the annual meeting when Olivia Tipton will be presented as a new member of the board. John Wallace has resigned from the board.

Acceptance of Meeting Minutes: Will moved to accept the minutes from the 8/19/2020 meeting, seconded by Ed Ogorzalek and approved unanimously

Financials (report and committee): Barry presented the financials and noted that nothing unusual is going on, with all aspects being favorable. Randal met with the city treasurer who noted the city is expecting around a 3.5% drop in revenues. Randal is working on the budget for 2022 with this in mind. The finance committee will meet with Randal in October to review his budget to present to the board for approval.

The accountant has completed the 990 “nonprofit” tax reporting requirements which are due in November, so it is ready to be filed.

Anita moved to accept the financial report, seconded by Nancy and approved unanimously.

Director & Assistant Director Updates: Randal reported the “Big Picture” with the library is that we are smoothly increasing our services. Patrons are asking for more, but there are concerns about what will happen as the library starts closing things down as cold weather approaches. Can the Fox Room be reopened? Currently the Fox Room could accommodate 20 people with 6ft spacing, but this would involve increased staff utilization because of increased use of bathrooms, cleaning, and monitoring for adherence to the Covid rules. Randal gave a summary of the Internet Archive lawsuit brought by 4 of the largest publishers saying Internet Archive has illegally scanned books it has purchased and made available on-line, mostly for educational purposes. This could potentially create a big problem for the “on-line” service offered by libraries. Currently 18% of books are now being “loaned” on-line at RFL. Amy reported that lots of discussion has revolved around how and if volunteers can be brought back into the library, including what tasks can they safely perform, what hours, what Covid rules will allow. No decision has been made, yet, as to whether volunteers can be brought back into the library. Tapestry recently picked up the excess “Out of the Box” supplies. Jessica has introduced a music streaming service that could be licensed to the library. Amy will check it out to see if it is feasible for the library to offer.

Committee Reports and Actions:

Executive: nothing to report

Personnel: nothing to report

Development: Cathy reported the committee is working on the Annual Campaign postcard. This year's card will feature multiple patrons who have been using the library through Covid, with a big THANK YOU highlighting the work the library has done during Covid to keep our services available.

The author series is set with 5 presentations, the first one to start in October with Peter Hogenkamp and Dick Courcelle.

Building: nothing to report

Policy & Planning: Will presented two policies that were reviewed including the Collections Development Policy, which updated the shared resources portion. Will moved to accept the changes, seconded by Nancy and approved unanimously. The Electronic Resources Policy was reviewed to address the accountability of the library for the use of computers by unaccompanied minors. Changes were made to the form the library has parents sign when minors apply for a library card to address this issue. Will moved to accept the changes, seconded by Nancy and approved unanimously.

Anita moved/seconded by Stephanie to go into executive session to continue discussion on a contract issue at 5:59pm. Will moved/seconded by Jennifer to come out of executive session at 6:25pm.

New Business: Sharon asked that board members please notify her if they plan to leave the board. Sharon, Jennifer, Will, and Chris have all served for 3 years. Will is the mayor's appointee and needs to be re-appointed.

Adjournment: Meeting adjourned at 6:30

Next Board Meeting: Wednesday, October 21st @ 5:15 pm It will be preceded by the RFL Annual Meeting