

**DRML BOARD OF TRUSTEES
MINUTES**

April 21, 2022

Attending: Bill McMains, Jericho; Connell Gallagher, Underhill; Carolyn Greene, Underhill; Nancy Karlson, Jericho; Barbara Yerrick, Underhill; Jen Greenwood, Jericho; Holly Hall, Director

Call to Order: Carolyn called the meeting to order at 7:10 pm.

Comments from the Public: There were no comments from the public.

Agenda Adjustments:

- It was decided to move Strategic Planning to the end of the agenda.
- Holly added a new item re: bank account signature to New Business.
- It was also decided to move the consideration of Nancy Karlson as a Trustee from Jericho to the first agenda item. Introductions were made. Nancy's application had been reviewed prior to the meeting by Board members. There were no questions. **Motion** by Bill to appoint Nancy to the Board of Trustees, **second** by Jen. **Vote:** The motion passed.

Old Business: There was no old business discussed.

New Business:

- Mask Policy

The authority of the Library to continue to require masking for everyone over 2 years of age has been challenged by members of the community. Holly reported that the State of Vermont has confirmed the library's authority to set its own policy as the DRML is a municipality. In addition masking has always been a part of the library's phased opening plan that would remain until all restrictions are lifted.

Holly presented a Draft Face Covering Policy for the Board's review. Questions about masking outdoors on the grounds were clarified. If unable to socially distance outside then masks will be required.

Motion by Jen to accept the Face Covering Policy as written, **second** by Connie. **Vote:** The motion passed.

- Bank Account Signature Change

With the election of a new Treasure in March we need to change the signature authority on the bank account from Barbara to Sharon. **Motion** by Connie to have Holly facilitate the changing of the signature authority on the bank account from Barbara to Sharon, **second** by Jen. **Vote:** the motion passed.

Secretary's Report: Motion made by Jen and **seconded** by Connie that the minutes of the March, 2022, Board of Trustees be approved. **Vote:** The motion passed.

Director's Report: Two items of note to celebrate. There were over 100 Library patrons on one day in March, the highest since the Covid shutdown, and our new Program Assistant will start June 6th.

Policy Review: There were no policy reviews.

Committee Reports:

- Fundraising

Connie reported that we have a good supply of items for the silent auction as part of the Wine and Dessert fundraiser. There was a discussion about the conflict of the need to mask and stay indoors at a food and drink event. Jen proposed Jericho Community Center as an optional site for the event. After discussion it was felt this made sense if we are to have the event this year. Connie will contact the wine provider Dave for an event date in June that works. The Board will finalize a June date at the next meeting.

- Personnel

There was no report from the Personnel Committee.

Old Business –

- Strategic planning

Bill led the Board in the discussion as follows:

- Does a working group make sense?

It was agreed that a small working group that reported back to the Board would be an efficient way to proceed. After discussion it was agreed that the work group will be led by Bill and should include a few Board members, Holly, and a staff member if possible. Carolyn and Barbara volunteered to be part of the working group, Holly will solicit staff participation.

- Comments on responses to the questions sent to the Board by email prior to the meeting.

Bill summarized in an email and a few questions were clarified.

- Strategic Plan and Implementation

The Strategic Planning Guide suggests that the Board makes the Strategic Plan, and the implementation is the responsibility of the Administration and Staff. After discussion it was agreed that the Board should participate in implementation by keeping a working group involved to support the Administration.

- Finalize the charge statement

The Board reviewed the Charge to the Work Group To Develop a Long-Term Plan for the Deborah Rawson Memorial Library presented by Bill. **Motion** by Jen to accept the Charge to the Work Group To Develop a Long-Term Plan for the Deborah Rawson Memorial Library as written, **second** by Connie. **Vote:** The motion passed.

- Work Group and Board relationship

There was a brief discussion about what the Work Group needs to report to the Board and the decision process will be. It was agreed that this will get more specificity as we move forward.

- Library visits
Carolyn will send Doodle Poll with suggestions for dates.
- Does the Board have a decision about one or more goals for the work group to include?
It was suggested that the Work Group bring goal areas to the Board for discussion and prioritization. Three areas discussed were:
 - Space
 - Media use and literacy
 - The Library as a resource to be a part of the community.

Adjournment: Motion made by Barbara and **seconded** by Jen to adjourn the meeting. **Vote:** The motion passed. Caroline adjourned the meeting at 8:43 pm.

Respectfully submitted,
Barbara Yerrick, Secretary