

Fairmount Community Library

Board of Trustees Meeting

Minutes January 20, 2020

Call to order

- A meeting of the Fairmount Community Library Board of Trustees was held virtually via ZOOM. Attendees included Gary Ferner (President), Mike Ranieri (Vice President), Alison Chamberlain (Secretary), Pete O'Mara (Board member), Brenda Shea (Library Director), Rachel Gibson (Board Member) and Jennifer Grant (Board Member), Becky Ponza (Board Member) and Mary Clifton (Board Member), the meeting was called to order at 7:06 PM.

Public Expression

- None, as the meeting was held virtually due to the library closure.
- Patrons were advised to email if they wanted to participate virtually in the meeting.

Election of Officers

- Gary Ferner re-elected as President
- Mike Ranieri re-elected as Vice-President
- Rachel Gibson elected as Secretary
- Mary Clifton elected as Treasurer

Treasurer's Report

- Mary presented the treasurer's report, which was prepared jointly with Patty Cherry as she transitioned off the board over the last month.
 - Patty is still working on 990 form.
 - The accounting firm refused the request to serve us and suggested another, smaller firm.
 - The board is looking to spend about \$1,200-\$1,500 annually for the typical accounting budget.
 - Mary still doesn't have access to the bank account, but she and Patty are working on that transition as well.

Director's report

- Denise had another successful segment on Bridge Street (Best Books to Read in 2021)
- FCL received both grants that were applied for (\$1,000 for early literacy which will fund \$50 music kits and nursery rhyme kids, and partial funding of adult literacy/ work development grant, which will help fund our job search page)
- Another Symphoria event is planned (The Science of Sound)
- Carpet/flooring project is complete.
- Spanish classes will begin again soon, which will include a "pick up" of materials/craft supplies.
- Staff training and self assessments/performance reviews and goal-setting has begun. There is a focus on personal growth in the workplace.
- Updates to the newsletter, branding, and logo design are underway
- New updates to hours are featured on the website

- Brenda has had discussions with Alyssa, the new director of Maxwell, regarding collaboration
- Graffiti was found on the building. Brenda is looking into measures to prevent loitering, etc. (additional lighting, etc).

Follow up

- Employee handbook
 - Mary and Becky have been reviewing the handbook to make a few changes as necessary.
- Sub-committees are forthcoming.
- Fundraising and long-range planning are a priority as we move forward

Action Items

- Board will discuss and vote upon an audit/review for 2021 in January.
- Annual meeting will be held in January
 - List of proposed officers will be voted on in January

Board Approvals

- December meeting minutes were approved unanimously. (Peter moved, Rachel seconded)
- Slate of officers listed herein were voted and approved unanimously.

Adjournment

- Meeting adjourned at 7:57 pm. The next meeting is scheduled for February 17, 2021.