

Fairmount Community Library

Board of Trustees Meeting Minutes

March 17, 2021

Call To Order

- A meeting of the Fairmount Community Library Board of Trustees was held virtually via ZOOM and was called to order at 7:05 PM.
- Attendees included Gary Ferner (President), Mike Ranieri (Vice President), Rachel Gibson (Secretary), Mary Clifton (Treasurer), Alison Chamberlain (Board Member), Pete O'Mara (Board Member), Brenda Shea (Library Director), Jennifer Grant (Board Member), and Becky Ponza (Board Member).

Approval of Meeting Minutes

- February 2021 meeting minutes were approved unanimously (Ali moved, Mike seconded).

Period for 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.

Treasurer's Report(s)

- Mary reported that February revenue was about the same as January, with expenses running slightly under as expected.
- 990 Form
 - A letter was sent to the IRS with regards to the late 990 filing; Mary has not yet heard back from the IRS.
 - Gary had a conversation with the individual who completed 990s for another local library at a cost of \$1,200 for five years of 990 filings. The Board will also request two additional quotes for 990 filings.

Director's Report

- Brenda discussed that staff are helping to make vaccine appointments for those in need.
- There will be changes to the website that will be discussed at next month's meeting.
- FCL is partnering with Baltimore Woods and Everson Museum for several upcoming events and activities.
- Brenda is working on an idea with Hunger Solutions on possibly providing meals to families at a park, and partnering with a local school district for sponsorship.
- On April 20, FCL is offering a Twilight at the Zoo program; sign-up will be posted on the website.
- A first round of cleaning of the graffiti on the outside has helped it to fade, but it is not completely gone; Brenda stated that it will be painted over when weather warms.
- Annual Report
 - The Board agreed to review the report by Friday night so Brenda can submit the final version.
- Re-Opening
 - A discussion was held regarding re-opening the library in a limited capacity for "express browsing." Patrons would not have to make an appointment, but the number of individuals allowed in will be limited based on when the UV filters can be installed.

- Brenda would like to target 4/1 for a “soft” re-opening, but the Board will approve the plan via email once Brenda provides details for the re-opening.

Old Business

- Board of Trustees committees
 - Gary mentioned there is a trend of libraries moving away from “Friends of the Library,” because it requires it to be a 501c3 organization and its own Board.
 - Instead, the library trend is moving towards a fundraising committee. The Board will continue to discuss the committee ideas at future meetings.

New Business

- Trustee Training Registration (see link from agenda)
 - Board members are encouraged to attend this session or complete the mini-training modules.
- Discussion on FCL Audit / Financial Review
 - The Board is looking to complete a financial audit of the past 12-24 months, with a line item set aside in the budget to complete this review.
 - Gary and Jen will work on a narrative to provide to Mary on what the Board is looking for with an audit so it is clear for any firm or individual providing a quote; three quotes will be ideal for the Board to review.
 - Jen will send Mary the previous quotes obtained in past years for review and possible refresh with those individuals or firms.

Any Other Business for the Board

- No other items discussed.

Adjournment

- The Board went into executive session at 8:00 PM, and exited executive session at 8:11 PM.
- Meeting adjourned at 8:12 PM (Pete motioned, Mike seconded).
- The next meeting is scheduled for April 21, 2021 at 7 PM.