

# Fairmount Community Library

## Board of Trustees Meeting Minutes

January 19, 2022

### Call To Order

- A meeting of the Fairmount Community Library Board of Trustees was held at Fairmount Community Library and 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), and Becky Ponza (Board Member).

### Approval of Meeting Minutes

- December meeting minutes were approved unanimously (Mike moved, Peter seconded).

### Period for Public Expression

- No members of the public attended the meeting.

### Election of Officers

- The following officers were elected by unanimous vote (Pete moved, Ali Seconded):
  - Becky Ponza, President
  - Mike Ranieri, Vice President
  - Mary Clifton, Treasurer
  - Rachel Gibson, Secretary

### Treasurer's Report

- Mary reviewed the Treasurer's report, and noted that December expenses were normal for the time of year.
- We are still in the audit process with the accounting firm (some slight delays due to COVID).
- Mary also mentioned that we will close out 2021, and nothing unusual was seen.

### Director's Report

- Brenda discussed the Director's Report, including upcoming February school break programs. ● Several additional programs will be launched during the winter, including "1,000 Books Before Kindergarten," a Winter Reading Challenge, and continuation of recipe jars and curriculum focused on culture awareness months.
- While traffic has been slower, the front desk staff completed several additional trainings to be able to offer more to patrons (e.g., LEAP, Polaris, etc.).

### Old Business

- Approval of Policies
  - The Board reviewed and unanimously approved several policies, including: Whistleblower Policy, Conflict of Interest Policy, Document Retention & Destruction Policy, and Airborne Infectious Disease Plan (Ali moved, Pete seconded).
- Vote on HR Policy Review
  - The Board discussed a potential review of HR policies, which would include an audit to

ensure FCL is compliant with processes.

- After several questions were raised based on the proposal, Brenda agreed to contact the HR firm for additional details and a firm contract for the Board to review and approve. ● Fine Free
- The Board unanimously approved to move FCL to be Fine Free, with the draft of a policy regarding this to be forthcoming (Ali and moved, Mike seconded).

#### **New Business**

- Review of Safety Plan
  - The Board reviewed and unanimously approved the new Safety Plan (Becky moved, Mike seconded).

#### **Any Other Business for the Board**

- No additional business was discussed.

#### **Adjournment**

- Meeting adjourned at 7:56 PM (Pete, Ali seconded).
- The next meeting is scheduled for February 17, 2021.