

Fairmount Community Library

Board of Trustees Meeting Minutes

March 15, 2023

Call To Order

- A meeting of the Fairmount Community Library Board of Trustees was held at Fairmount Community Library and was called to order at 7:06 PM.
- Attendees included Becky Ponza (President), Mike Ranieri (Vice President), Mary Clifton (Treasurer), Rachel Gibson (Secretary), Jennifer Grant (Board Member), Ali Chamberlain (Board Member), Natalie Hempson (Board Member), Carol Charboneau (Board Member), Allison Earl (Board Member), and Brenda Shea (Library Director).

Approval of Meeting Minutes

- February meeting minutes were approved unanimously (Jen motioned, Allison seconded).

Period for Public Expression

- No members of the public attended the meeting.

Presentation by Architects

- The architects will be at the April staff meeting; however, Brenda discussed some visuals that were presented to the staff for discussion with the Board.
- The Board discussed options for color palettes, furniture options (including circulation desk options), and mural options.

Treasurer's Report

- Mary reviewed the Treasurer's report, and discussed that the revenue and expenses are typical for the month of February. Nothing unique or new discussed.
- The February treasurer's report was approved unanimously (Becky motioned, Ali seconded).

Director's Report

- Brenda reviewed the Director's report, and discussed multiple items outlined, including: recent outreach, DVD sale (for all month of March), and February break programs. The kid's book club is continuing, as well as pick-up kits (e.g., recipe in a jar), and more.
- Brenda also discussed some upcoming training for staff and programs that will begin in the spring, including an Earth Day celebration and National Library Week Celebrations.
- Patron Spotlight: Brenda discussed a spotlight of a teen volunteer who has taken on larger projects and enjoys his time at the library.

Old Business

- Vote on Annual Report
 - Brenda highlighted some key items, such as increases in programs, circulation, attendance at programs, and those who registered for book clubs and summer reading.
 - The Board unanimously approved the Annual Report (Mike motioned, Jen seconded).
- Library Staffing Roles
 - Becky pulled the list from the website of the staff and their roles.

New Business

- National Library Week Celebration
 - The Library will have events to celebrate the National Library week in April.
 - The Board will celebrate with staff during the 4/19 Board meeting by coming at 6pm and bringing a dish to pass.
 - Items written down to bring: cookies (Mike), brownies (Mary), fruit tray w/dip (Jen), veggie tray (Ali), charcuterie (Allison), stuffed bread (Carol), pizzas (Rachel)

Committee Updates

- HR/Policies (Becky, Mary, Brenda, Lisa)
 - Nothing reported or discussed.
- Strategic Planning (Becky, Jen, Allison, Brenda)
 - The committee met and determined the four focus areas for the three-year strategic plan: technology advancement, facility enhancements, community connections, and programs for all.
 - Under each focus area, the committee created two objectives, which were discussed with the Board.
 - Next, the committee will create specific actions and measures for success for these objectives to continue moving the strategic plan forward.
- Construction/Facility (Rachel, Carol, Lisa, Mike, Natalie, Brenda)
 - Nothing reported or discussed (besides what was discussed)
- Personnel/Performance (Ali, Rachel)
 - Nothing reported or discussed.
- Board Development (Becky and Brenda)
 - Nothing reported or discussed.

Other Business for the Board

- Trustee Advisory Committee Update
 - Training opportunity 3/28 5:30-7:00.

Adjournment

- Meeting adjourned at 8:24 PM.
- The next meeting is scheduled for April 19, 2023.