

Kennett Library
Board Meeting Minutes

January 18, 2022 Board of Trustees

✓ Barbara Bolton ✓ Gail Bowden ✓ Chris Britt ✓ Todd Bruce ✓ RuthAnn Deveney ✓ Margaret Egli ✓ Barbara Forney ✓ Dan Gannon ✓ Victoria Gilrane ✓ Michael Guttman ✓ Will Majarian ✓ Brenda Mercomes ✓ Barbara Necarsulmer ✓ Loren Pearson ✓ Brad Peiper ✓ Leah Reynolds ✓ Lee Sausen ✗ Thomas Swett ✓ Collis Townsend ✓ Jeff Yetter

19 present (20 Trustees)-Quorum achieved

Guests: Chris Manna, Mary Hutchins, Amanda Murphy

Agenda items
OPENING OF MEETING/PUBLIC COMMENTS
Jeff opened the meeting at 5:06 PM
PRESIDENT'S COMMENTS
Welcome Lee Sausen to the BOT. Jeff reviewed 2021: Megan departed and Chris joined. Chris has already had an impact. Amanda Murphy moved to full time and increased the library's social media presence. Jeff described other personnel changes. Reference librarian will be retiring in February; job already posted. Part time salaries have been raised in keeping with the Governor's challenge to increase library salaries. Two new trustees joined in 2021, and two new trustees joined in 2022. Construction of the new library has begun, targeting an opening in spring of 2023. Friends of the library formed and had a very successful fund raising event in 2021 (Shop and Dine).
MOTION TO APPROVE THE DECEMBER BOARD MINUTES
Motion to approve by Margaret, seconded by Michael. Motion passed.
DIRECTOR'S REPORT
Chris presented two items: 2022 Calendar discussion. Very similar to 2021. Motion to accept the 2022 calendar by Barbara N, seconded by Barbara B. Motion passed unanimously. Collection Development Policy: Policy needs to be public-facing for the benefits of patrons and staff. Standard across all American Library Association libraries. Motion to accept the Collection Development Policy by Barbara F, seconded by Barbara B. Motion passed unanimously. Preparing a survey tool for customers, helping to understand their needs. Will be available in English and Spanish, on line and in print. The survey will be presented to the Board next month. Self-checkout is in place and operating.
COMMITTEE REPORTS

Kennett Library
Board Meeting Minutes

Agenda items

Executive Committee (Jeff): Jeff discussed the possibility of a Kennett Arts Festival for the benefit of the library. Planned for October 8th and 9th. Expect to cost \$25k to put on for tents, etc. **Motion to move forward to organize by Barbara B, seconded by Brenda. Motion passed unanimously.**

Finance (Tori): 2021 results not yet available. Should be approximately \$79k surplus for 2021. Investment accounts doing well. \$2,773,000 in reserve account. \$4,755,000 in cash in Capital Campaign account.

New Building (Brad): Project timetable has substantial completion of the building in March of 2023 and occupancy in May of 2023. Current project total is now \$21.7m, increase due to revised conservative assumptions regarding building loan interest. Confident that we will be able to utilize the full \$1.9m RACP #3 grant. State level reviews upcoming. 1st floor design changes being reviewed that would potentially add approximately 25% more patron space in the adult stack area; will be reviewed with architect by end of the month to understand effort and cost involved.

Capital Campaign (Collis & Mary): Continue to be impacted by COVID: Longwood dinner again postponed, likely to next fall or winter. Longwood and Paul Redman remain committed. No additional detail on benefit concert. Recent report shows current Campaign at over \$14m. Breadth of giving is broad. Newsletter should be out by mid-February.

Personnel (Brenda): Nothing to report.

ALP: No report.

Friends of the Library (Gail): Moving forward with Shop and Dine for 2022. Virtual wine and cheese with Chris tomorrow by Zoom.

OTHER BUSINESS

Dan Gannon introduced himself.

ADJOURNMENT

Motion to adjourn by Michael, seconded by Collis. Motion passed and the meeting adjourned at 6:16 PM.

Respectfully submitted,
William R. Majarian, Secretary