MEETING MINUTES (Draft)

In Attendance:

Board of Trustees: Amanda Curley, President; Althema Goodson, Vice President; Meghan Huppuch, Secretary; Alice Joselow, Cecilia Quintero, Shandi Speller, Matthew Weiss

Staff: Karen LaRocca-Fels, Director; Molly W. Robbins, Assistant Director; Kathy Beirne, Secretary to Library Director

Call to Order

At 5:04 p.m., President Amanda Curley called the December 1, 2022, Special Meeting/Work Session of the Board of Trustees to order.

Pledge of Allegiance

The Pledge of Allegiance was recited.

Board Discussion

• Gift, Donation and Naming Policies – Board approved policy as a First Reading – to be presented for Second Reading and approval on 12/12/22.

• Bylaws – Board approved revisions requiring Treasurer to attend at least 2 meetings per year, although quarter is preferred. Questions about Open Meetings Law to be referred to attorney.

Note: January 12, 2023, Work Session scheduled for 5:00 PM with Auditor to review 2022 Audit. Follow up with Treasurer to attend.

• New Trustee Guidelines and Draft of Committee Roles – Board will return to these after the Jerry Nichols training, hopefully in January. Board prefers a 2-hour training. Althema and Amanda will give Karen Monday availability dates. Meghan and Amanda working on committee roles.

• Biennial Trustee Survey
  1.) Training from Jerry Nichols
  2.) 5-10 minutes at end of meetings – how did the meeting go? Reflections on how we are collaborating – building relationship
  3.) Clear scheduling – all committee meetings on schedule
4.) Shared committee notes – SharePoint training  
5.) Shift committee reports back to Work Sessions  
6.) Actually having a meeting form  
7.) Committee meetings scheduled before Work Sessions  

(Meghan’s notes to be incorporated.)  

• Jerry Nichols Training and Contract  
• Director’s Evaluation Feedback from Board – Is this an effective instrument? Board agreed it is inadequate. It does not reflect what’s been accomplished with the year. Goals should be specific – match with Long Range Strategic Plan. Create a place for Karen to add her accomplishments.  
  Note: Library Director’s contract to have Performance Evaluation completed in June instead of March.  

Cecilia asked for feedback on the evaluation. Add a section on LRSP pillars.  

Note from Building and Grounds: Next meeting scheduled for 12/14/22 with engineers, architects, B&G Committee. We need to get more aggressive working on Bond Referendum plan.  

Note from Policy Committee: 12/05/2022 meeting canceled.  

Resolutions  

RESOLUTION #32 – Approval of Gerry Nichols’ Trustee Education Workshop  
RESOLVED, that the Board of Trustees approves Gerry Nichols’ on-site Trustee Education Workshop training in the amount of $850 plus mileage reimbursement.  

This resolution was tabled until the 12/12/022 Regular Monthly Meeting.  

Adjournment  
At 7:00 PM Alice Joselow moved, and Meghan Huppuch seconded the motion to adjourn the December 1, 2022 Special Meeting/Work Session of the Board of Trustees. Motion passed 7-0.  

Respectfully submitted,  
Kathy Beirne  
Secretary to Library Director