

**Farmington Community Library Board of Trustees
Board Meeting - 6:00 p.m. – September 8, 2022**

Farmington Community Library Board of Trustees
Regular Board Meeting – 6:00 p.m.
September 8, 2022

Board Members Present: Duron-Willner, Hahn, Murphy, Stryd, White

Board Members Absent: Brown, McClellan

Staff Members Present: Siegrist, Peterson, Wrench, Showich-Gallup, O'Hara, McCormick,

Staff Members Absent: None

CALL TO ORDER

The Board Meeting was called to order at 6:06 p.m. by Board President Duron-Willner.

APPROVAL OF AGENDA

MOTION by Murphy to approve the Agenda for the September 8, 2022 Board meeting was supported by Stryd.

Vote: Aye: All in favor (5-0)

Opposed: None

Motion passed.

Kelly joined meeting

APPROVAL OF MINUTES

MOTION by White to approve the Minutes of the Regular Board Meeting held on August 11, 2022, was supported by Stryd.

Vote: Aye: Duron-Willner, White, Stryd, Kelly, Hahn

Opposed: None

Abstain: Murphy

Motion passed.

SPACE UTILIZATION COMMENTS (Steve Schneemann, Merritt-Cieslak)

Analysis looks at

- how areas are utilized

-
- incompatible adjacencies
 - furniture
 - programming

Hours of video (interviews with staff) have been collected. Data has been collected. "Kudos to Kelley" for having everything they have asked for ready. Work of drawing conclusions will continue.

OPERATING BILLS

MOTION by White that the Board of Trustees approve August expenditures totaling \$455,991.82 was supported by Kelly.

Vote: Aye: All in favor (6-0)

Opposed: None

Motion passed.

FRIENDS' REPORT (Stacey Charlebois)

- Friends are looking to fill board positions. They are three-year terms.
- Friends are working towards a Guidestar charity rating. In short term, Bronze. Gold may draw larger, out-of-town donors, but it also requires assessment of impact of programs. Beyond the Gold rating lies creating a foundation.
- Members will be pouring beer at Harvest Moon Celebration, September 16.
- Book sale coming November 18-20, with Teacher Appreciation Day on November 19.

LIBRARY DIRECTOR'S REPORT (Kelley Siegrist)

- September is Library Card Sign Up Month (ALA), and FCL will be working the Farmers Market and CARES.
- Teen Creative Writing Awards will be given on Sunday, September 18, as part of the Extravaganza.
- Strategic Plan process is moving forward quickly. Interviews with individuals and focus groups will take place in October and November. The community survey will go out in October.
- Author Marie Benedict (*Personal Librarian*) will speak on October 20, thanks to Friends. Registration is required. Patrons may attend over Zoom or in person.
- Jewish Vocational Human Services has been working with FCL for some months. People with disabilities come in to work for two-week stints in the library and are paid by JVS.
- New doors at Farmington are drawing much positive comment.

-
- Profile of staff member – Jill O’Hara (Interlibrary Loan, Free Libraries, Seed Library, and English Learner Programming) highlighted EL collections and programs. Volunteers are needed for One to One Conversations.

Sound Equipment (Pat McCormick)

- Bid from National Communications Corporation to replace equipment in Auditorium, Board Room, and Conference Rooms A and B.

MOTION by White to approve moving \$125,00 from Capital Reserve Fund to pay for audio upgrade in the four rooms was supported by Hahn.

Vote: Aye: All in favor

Opposed: None

Motion passed.

- **Facilities Report** (Donald Wrench)

- Work on big Fire Door will begin after Extravaganza.
- Work on Farmington entry doors, Twelve Mile parking lot is done.
- HVAC work approved a year ago is happening.
- Investigation of electric vehicle charging stations is continuing. A new transformer would be needed and FCL would have to pay.
- Consideration of what to do with the conveyor system is on hold momentarily.
- Signage is being updated with the new logo.

COMMITTEE REPORTS

Strategic Planning (Michele Kelly)

- Process is moving along. There will need to be extra Board study time in November and January.

Personnel Committee (Ernie McClellan)

- No report (EM absent)

UNFINISHED BUSINESS

- The Board retreat for October has been canceled.

NEW BUSINESS

- **Holiday Schedule**

MOTION by Kelly to approve the 2023 Holiday Schedule was supported by White.

Vote: Aye: All in favor

Opposed: None

Motion passed.

BOARD TRUSTEE COMMENTS AND ANNOUNCEMENTS

Service of Michele Kelly deeply appreciated as she ends the three months she added to her term.

CORRESPONDENCE

None

PUBLIC COMMENT

None

ADJOURNMENT

MOTION by Kelly to adjourn the Board Meeting was supported by Murphy.

Vote: Aye: All in favor

Opposed: None

Motion passed.

The Board meeting was adjourned by President Duron-Willner at 7:55 pm. The next meeting of the Library Board is scheduled for Thursday, October 13, 2022 at 6:00 pm.

Respectfully Submitted,

Jim White, Secretary
Library Board of Trustees