# Asphodel-Norwood Public Library Board Minutes of Meeting June 13, 2022

#### **Mission Statement**

The Asphodel-Norwood Public Library supports and enriches the community by being a welcoming and inclusive gathering place that provides access to resources, programming and interactive lifelong learning and leisure opportunities.

The Asphodel-Norwood Public Library Board held its regular monthly meeting at Westwood Branch on Monday, June 13, 2022 at 7:00 p.m.

The following Board members were present: Jane Bryenton, Maggie Brickell, Mary Hay, Krista Rutherford, and Paula Warr Regrets from Rodger Bonneau, Lori Burtt, and Margaret Dawson CEO/Librarian Patricia Reed was also present.

#### **Call to Order**

Chairperson Krista Rutherford called the meeting to order and reminded members of the Board of their obligation to declare any pecuniary interest that they may have in regard to any matter coming before the Board. There were no declarations.

## **Approval of Agenda**

01.06.22 Motion

Moved by Jane Bryenton Seconded by Maggie Brickell

That the Agenda be approved as circulated

Cd.

# **Approval of Minutes**

02.06.22 Motion

Moved by Mary Hay Seconded by Maggie Brickell

That the minutes for the Regular Board Meeting held May 9, 2022 be approved as

amended.

Cd.

## **Business Arising from the Minutes**

CEO/Librarian Patricia Reed displayed and discussed a progress report on implementation of the Strategic Plan.

03.06.22 Motion

Moved by Paula Warr Seconded by Maggie Brickell

That the Strategic Plan progress report be received.

## **CEO Reports**

CEO/Librarian Patricia Reed highlighted her report for May.

04.06.22

Motion

Moved by Jane Bryenton Seconded by Maggie Brickell

That the CEO Report be received.

Cd.

## **Committee Reports**

#### Finance:

Mary Hay updated the Board on the financial picture as of May 31, 2022.

Policy:

Four foundation policy statements – Mission Statement FN-01, Vision Statement FN-02, Intellectual Freedom FN-03, and Diversity and Inclusion FN-04 -- were presented and discussed.

**Property:** 

Patricia Reed provided an update on the planned replacement of the Norwood branch front door. The new signage being installed at both branches was discussed.

#### Technology:

No report

05.06.22

Motion

Moved by Jane Bryenton

Seconded by Paula Warr

That the committee reports be received.

Cd.

06.06.22

**Motion** 

Moved by Maggie Brickell

Seconded by Mary Hay

That the following policy statements be approved:

Mission Statement – FN-01 Vision Statement – FN-02 Intellectual Freedom – FN-03 Diversity and Inclusion – FN-04 Cd.

# **New/Other Business**

A grant opportunity for Connecting Public Libraries was declined. Feedback for portable signage for presentation and displays was provided.

07.06.22

**Motion** 

Moved by Maggie Brickell

Seconded by Jane Bryenton

That the Board approve the requested vacation schedule for the CEO/Librarian from

August 22 to September 4, 2022.

Cd

08.06.22

Motion

Moved by Paula Warr

Seconded by Maggie Brickell

That the Board approve payment of staff wages for Tuesday, May 24, 2022 schedule hours when the Library was closed due to a power outage.

Cd

09.06.22 Motion

Moved by Maggie Brickell Seconded by Paula Warr

That the Board meet at Westwood branch for the remainder of 2022.

Cd.

#### **Closed Session**

10.06.22 Motion

Moved by Paula Warr Seconded by Maggie Brickell That the Library Board move into closed session at 8:22 p.m.

Cd.

The Board meeting resumed in Open session at 9 p.m.

CEO/Librarian Patricia Reed rejoined the meeting.

14 .06.22 Motion

Moved by Maggie Brickell Seconded by Mary Hay

That the Board approve the employment of Ainsley Dunn as the Summer Program

Assistant.

Cd.

#### **Questions/Answers**

None forthcoming

# **Adjournment**

15.06.22 Motion

Moved by Jane Bryenton

That the Board meeting be declared adjourned.

Chairperson, Krista Rutherford

acting Recording Secretary, Mary Hay