

**Asphodel-Norwood Library Board  
Minutes of Meeting  
September 26, 2022**

**Mission Statement**

**The Asphodel-Norwood Public Library supports and enriches the community by providing access to resources, programming, and interactive opportunities for lifelong learning and leisure**

The Asphodel-Norwood Public Library Board held its regular monthly meeting at Westwood Branch on Monday, September 26, 2022 at 7:00 p.m.

The following Board members were present:

Jane Bryenton, Lori Burt, Maggie Brickell, Margaret Dawson, Mary Hay, Krista Rutherford,  
Regrets from Rodger Bonneau.

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**

**01.09.22 Motion**  
Moved by Lori Burt                      Seconded by Mary Hay  
That the Agenda be approved.  
Cd

**Approval of Minutes**

**02.09.22 Motion**  
Moved by Maggie Brickell              Seconded by Mary Hay  
That the minutes for the Regular Board Meeting of June 13, 2022 be approved.  
Cd

**Business Arising from the Minutes**

- Program Scorecard - Patricia Reed presented the draft proposal of the Scorecard

**03.09.22 Motion**  
Moved by Jane Bryenton              Seconded by Margaret Dawson  
That the Program Scorecard be approved as presented.  
Cd

- Fines Free - Patricia Reed led a discussion on the current Fines Free policy

**04.09.22**      **Motion**  
Moved by Maggie Brickell      Seconded by Mary Hay  
That the library remains Fines Free on overdue material until February 1, 2023.  
Cd

- Strategic Plan Update - Patricia Reed discussed the current updates to the Strategic Plan.

### **CEO Report**

Patricia Reed, CEO/Librarian highlighted her report for June, July and August

**05.09.22**      **Motion**  
Moved by Mary Hay      Seconded by Lori Burt  
That the CEO Report be received.  
Cd

### **Committee Reports**

#### **Finance:**

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

#### **Personnel:**

No report

#### **Policy:**

No report

#### **Property:**

Maggie Brickell plans to conduct a Walk Through of both Branches in the near future, looking at the facilities and noting any improvements that may be needed in the coming year.

#### **Technology:**

No report

**06.09.22**      **Motion**  
Moved by Mary Hay      Seconded by Maggie Brickell  
That the committee reports be received.  
Cd

### **New/Other Business**

- Spring After School Club and Summer Reading Program Survey Results - Patricia Reed provided the feedback from the surveys of these programs. Both were well received.
- Thanksgiving Hours - The Board discussed the proposed library hours for October 8, 2022

**07.09.22 Motion**  
Moved by Mary Hay                      Seconded by Lori Burt  
That the Norwood Branch will be closed on Saturday October 8, 2022  
Cd

- Halloween Event - October 29 - Patricia Reed discussed the plans for this event at the Westwood branch
- Remembrance Day Event - The Board is not aware of plans for this event at present. Patricia Reed will contact the Legion and if a service is planned, refreshments will be provided at the Westwood branch.

**Closed Session**

**08.09.22 Motion**  
Moved by Lori Burt                      Seconded by Jane Bryenton  
That the Board move into Closed Session at 8:20 p.m.  
Cd

Patricia Reed CEO/Librarian left the meeting

The Board meeting resumed in Open Session at 8:30 p.m.

Patricia Reed rejoined the meeting

**13.09.22 Motion**  
Moved Maggie Brickell                      Seconded by Jane Bryenton  
To direct the implementation of the decisions made in the closed session.  
Cd

**Questions/Answers**

None forthcoming

**Adjournment**

**14.09.22 Motion**  
Moved by Maggie Brickell  
That the meeting be declared adjourned.  
Cd

**Next Regular Board Meeting**  
**Tuesday October 17, 2022**  
**Westwood Branch, 7:00 p.m.**

  
Chairperson, Krista Rutherford

  
Recording Secretary, Margaret Dawson

