

DRAFT MINUTES OF ABBREVIATED BOARD OF TRUSTEES MEETING ON MAY 26, 2022
AND RESUMPTION OF THE MEETING ON JUNE 3, 2022

In attendance on May 26 were (via Zoom): A. Hines, A. Steinhauer, T. Shultz, M. Feuerstein, M. Hemmer and M. Edwards

Absent: V. Farrell, A. Schmidt, D. Moreton and S. MacManus

The meeting was called to order at 4:30 but as a quorum was not present, no official actions will be taken.

Mr. Steinhauer reported the current bank balances as of May 26 and noted there were no unusual transactions:

Checking \$151,844

Savings \$56,697

Manor Ink \$39,232

M. Hines asked all Board members who have not yet volunteered to staff a shift at the budget vote on June 7 to contact her. She also asked that each Board member contact at least 10 people to urge that they vote.

M. Hines reported that the Director had still not received a drawing of the proposed deck in order to solicit bids. M. Steinhauer offered to contact Roger Broome, the architect who did the possible building expansion plans for us some years ago, about doing them if the Director's contact does not. M. Steinhauer attended an RCLS seminar on State Construction Grants and reported that an outdoor deck would be eligible but it was a complicated process that might or might not be worth the effort.

M. Feuerstein reported that M. Moreton had volunteered to staff the Library's table at the Trout Parade.

M. Hines reported that the Director, without consulting her, decided to delay the website/social media review by the consultant until after July 31. M. Hines put it back on track, and has provided our annual report and other information about our Library and community to get her started. The contract has been signed.

The meeting was adjourned at 4:45 p.m.

Pursuant to a new public notice, the meeting was resumed at 4:32 on June 3, 2022 with a quorum present (via Zoom).

In attendance were: A. Hines, A. Steinhauer, T. Shultz, M. Feuerstein, M. Hemmer, V. Farrell, S. MacManus, D. Moreton and S. Tromblee, Library Director. Absent were A. Schmidt and M. Edwards.

M. Hines thanked everyone for making time available to attend.

A motion made by T. Shultz, seconded by M. Hemmer, to approve the minutes of the April BOT meeting, was unanimously approved.

M. Steinhauer briefly reviewed the previously provided financial report and bank balances. He also noted that we would be switching our phone service to Spectrum which would save us about \$90/month as we already use Spectrum internet service. Spectrum will also double the speed of the internet service when they install the phone service later this month.

A motion made by T. Shultz, seconded by M. Hemmer, to accept the Treasurer's report was unanimously approved.

M. Hines discussed the upcoming Library budget vote on Tuesday and urged all Board members to contact at least 10 voters to urge them to get out and vote. Notice of the vote has been duly published in the Democrat and on the Library's website, and Board members may also use their social media to help spread the word.

M. Farrell, M. Shultz and M. Feuerstein continue to stay apprised on the ramifications to us of a possible schools merger. M. Hines said four other Association Libraries were able to maintain their status following a school districts merger.

M. Tromblee reviewed the summer programming schedule – it has been published in this month's Manor Ink and copies will be available in the Library, will be distributed by M. Hemmer in take home back packages at LMCS, and at our events.

M. Tromblee reported that Nadine Osbourne will be our summer Kaplan intern, and we may hire another one if another qualified student should be interested.

M. Tromblee said all the staff will march in the Trout Parade next Saturday, and she has extra headgear and shirts should any Trustees desire to join.

M. Tromblee said the person who was to provide a drawing of the proposed outdoor deck by today had not yet done so.

M. Hines reported that the social media consultant has begun her work and the Outreach Committee would meet with her when she has her findings to present.

M. Farrell has planted the flowers donated by the Roscoe-Manor Community Garden Club.

At this point, a motion made by M. Hemmer, seconded by A. Steinhauer, to go into Executive Session to discuss a personnel matter was unanimously approved.

M. Hines reviewed the significant difficulties experienced with the Director by trustees, patrons, partners and staff. M Hines said that while she is deeply appreciative of the Director's work to

improve the operations, safety, appearance and collections of the Library, the BOT is also responsible for ensuring the faith of the community in the Library and its leadership, and this has been lost. Other Trustees reported on concerns expressed by patrons and other members of the community. Concern was also expressed that the Director has made little if any effort to engage with the local community. M. Hines, M. Farrell and M. Shultz said they have tried to counsel her.

Discussion was held as to how the Library would function if we were to terminate the Director's employment. It was noted that we have lived with such periods before and were in a better position now given the strength of our staff. A number of BoT members said they would help staff the Library if necessary.

M. Steinhauer said we would offer the Director a reasonable severance package including fulfillment of all our obligations to her (such as payment for any unused vacation time).

The following motion was made by M. Steinhauer, seconded by M. Shultz:

That the employment of the Director be terminated immediately and that M. Hines, M. Shultz and M. Steinhauer are authorized to offer a reasonable amount of severance to the Director taking into consideration the circumstances of her termination and length of employment, conditioned on her cooperation in providing any and all information needed from her, and any other matters they see fit to ask of her.

A poll of the Trustees present was conducted and ALL WERE IN FAVOR.

M. Hines, M. Steinhauer and M. Shultz will meet with the Director before the Library opens on Monday to inform her of the BOT's decision, and then meet with staff after the Director has left the premises.

A motion was then made by A. Hines, seconded by A. Steinhauer to go out of Executive Session: ALL IN FAVOR.

M. Hines then reported the action taken at the Executive Session and the meeting was adjourned at approximately 5:45 p.m.