

**KENNEBUNK FREE LIBRARY
BOARD OF TRUSTEES - MEETING MINUTES**

March 30, 2021 – BOT Meeting

<u>Item</u>	<u>People</u>	<u>Action</u>
<u>Call to Order</u>	RL	The Virtual Meeting via Zoom was called to order at 4:30 p.m.
<u>1.Roll Call and Welcome</u>	RL	<p><u>Trustees Present:</u> Anne Bertucci, Linda DeFelice, Rosemary Lavoie, Francois Maudave, Linda Miller Cleary, Lori Parkinson, Dan Riggall, Louise Sandmeyer, Dan Stoddard, Adelaide Taylor, and Madeleine Tunison</p> <p><u>Trustees Absent:</u> Ruth Dater</p> <p><u>Director:</u> Michelle Conners</p> <p><u>Assistant Director:</u> Allison Atkins</p> <p><u>Library Staff:</u> Catherine Bonner, Kat Boucher, Jenny Brown, Denise Dion, Kate Jacobs, Brittany Kashar, Kyle Neugebauer, Jon Roy, Sarah Thompson</p> <p><u>Friends of the Library:</u> Peg Nelson</p>
<u>2. Review of Agenda</u>	RL	New Business was moved up on the agenda to accommodate the schedules of library staff present.
<u>3. Review & Accept Minutes of February 23 Board meeting</u>	FM/LP	The motion to approve the amended minutes of the February 23, 2021 Zoom BOT meeting was made, seconded, and passed unanimously.
<u>4. New Business</u> By-Laws Lending Policy	FM/LP	<p>Contact Michelle with comments regarding the revised By-Laws.</p> <p>Dan R. moved adoption of a resolution, which after discussion and amendment was adopted, with eight trustees in favor and three opposed, as follows, “I move that during this discussion of a revised policy regarding library fines, we take as much time as necessary to hear the Executive Director and her staff’s presentation without interruption and ask questions of clarification only, before we begin discussions; And, I further move that any additional</p>

		<p>data, addendums, or arguments be circulated to every member of the BOT and to the Executive Director and Assistant Director, that sources be cited, and that all replies be sent to all listed above;</p> <p>And I further move, that during discussion, no one speaks unless first recognized by the President or whomever the President delegates to lead the discussion, and that no one can speak for a second time until everyone has been given to opportunity to speak.”</p> <p>A presentation in favor of the proposed Lending Policy began with Michelle giving introductory remarks. Allison then presented a PowerPoint followed by library staff Jenny Brown, Brittany Kashar, Kate Jacobs, Kyle Neugebauer, Kat Boucher (on behalf of Maria Richardson), and Jon Roy providing remarks based on their experiences with library patrons.</p> <p>The BOT was impressed by and appreciative of the comments by library staff.</p> <p>A lengthy discussion ensued where everyone was given an opportunity to ask questions for clarification and to express opinions in favor of and in opposition to the proposed policy.</p> <p>Rosemary emphasized the importance of adhering to the adopted method of communicating between the March and April Board meetings about the policy</p> <p>The vote on the proposed Lending Policy will take place at the April Board meeting.</p>
<p><u>5. Acceptance of Submitted Reports</u></p> <ul style="list-style-type: none"> • Director’s Report • 3/9/21 Development Committee • 3/9/21 Facilities Committee • 3/9/21 Finance Committee with Financial Summary from 2/28/21 • 3/16/21 Nominations Committee 	<p>AT/MT</p>	<p>Dan R. reminded us to look for people who would be a good addition to the</p>

<ul style="list-style-type: none"> 3/17/21 G&P Committee 		BOT.
<u>6. Report from Friends of the Library</u>	MC for PN	On behalf of Peg Nelson, Michelle invited us to the April 12, 5:30pm Friends Meeting.
<u>7. Strategic Plan</u>	N/A	
<u>8. Old Business</u>	N/A	
<u>9. Announcements & Other Business</u> Mission Moment attachments KFL Nonfiction Classification changes by Kate Jacobs		The Board commended Kate both on her thorough report containing excellent examples and her ongoing work with nonfiction classification changes.
<u>10. Executive Session</u>	N/A	
<u>11. Adjournment</u> <u>12. Key Dates</u>	RL	The motion to adjourn was made and was unanimously passed. The meeting adjourned at 6:40 p.m Upcoming Meetings – Zoom Links On 3/30/21 Agenda and Will Be Sent Out on Monthly To-Do List. Committee Chair will confirm if a meeting will be held. T April 6 –Nominations –4:30 p.m. R April 8–PR&E -11 a.m. T April 13–Development–6 p.m. T April 13–Finance–4 p.m. W April 14–Facilities–4 p.m. W April 21 – G&P – 3 p.m. T April 27-Trustee Meeting – 4:30 p.m. --Save the Dates! M April 12 – Friends Meeting- 5:30 p.m. The Road Race will be held virtually June 21-July 7 and on July 9, if possible.

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Respectfully submitted,
Linda DeFelice, Recorder, Kennebunk Free Library Board of Trustees