

Thayer Memorial Library Trustees Meeting
September 14, 2021
Meeting held via Zoom videoconference

Roll Call

Present were:

Emily Rose, Chair
Frank MacGrory, Vice-Chair
Frank Streeter, Secretary
Ann Frantz
Anne Ogilvie (absent)
David Spanagel
Joe Mulé, Director, Ex Officio

The meeting was called to order over Zoom at 6:35 pm. Chair Rose called the roll of attendees and opened the meeting.

Past Minutes

After reviewing the minutes from the June meeting and making minor changes,

Member Spanagel moved to accept the minutes; Vice Chair MacGrory seconded the motion, and the motion passed on a 4-0 vote.

After reviewing the minutes from the July,

Vice Chair MacGrory moved to accept the minutes; Member Spanagel seconded the motion, and the motion passed on a 4-0 vote.

Next Meeting

The next meeting of the Board of Trustees will be held Wednesday, October 13, 2021 at 6:30 PM. Due to COVID restrictions the Board's meetings will continue to be held over Zoom until further notice.

Chair's Report:

Chair Rose referenced her written report. She gave her congratulations to Rachel Carter on the occasion of her hiring as Assistant Director. Chair Rose asked about the process for getting some of the COVID funds coming to the Town allocated for health related improvements at the Library.

Director's Report:

In response to a question from Chair Rose, Director Mulé updated the Board on the Open Meeting Law (OML) and its current rules on subcommittees. He recommended that the Board disband all of its existing informal subcommittees, except for the Fundraising Subcommittee, which will continue to function under the provisions of the OML, meaning that all Fundraising Subcommittee meetings will need to be posted as per the OML.

Given the ad hoc nature of previous subcommittees, Director Mulé suggested the Board take a vote to create a formal Fundraising Subcommittee with Trustee Spanagel as Chair. Director Mulé pointed out that the Board's options are either having sub-committees meet in posted meetings as per the OML, or the whole Board having longer meetings to do the work as a whole that otherwise would be done by subcommittee. The Board discussed these options and when each might be preferable.

Member Spanagel asked for further clarity on the operations of the fundraising subcommittee in reference to the OML, which the Board discussed. The Board then discussed the process for Director Mulé's annual performance review and what parts must be done in open meeting. Member Spanagel asked about how the OML would impact the work on the Library's submission to the Town's Annual Report. Director Mulé explained that as he was only working with one Trustee on the project, Chair Rose, the OML is not triggered, which it would be if there were two Trustees working on the project.

Director Mulé noted that all previous subcommittees had been informal. Secretary Streeter asked if gathering information from other Board members would be an OML violation, to which Director Mulé replied that it would not be as long as no deliberations take place.

Secretary Streeter moved to form a Fundraising Subcommittee with Member Spanagel as Chair; Vice Chair MacGrory seconded the motion, and the motion passed on a 5-0 vote.

The Board had no questions about Director Mulé's written report. The Board discussed the OML in relation to minutes, as well as chat and other Zoom functions.

Fundraising Subcommittee

Subcommittee Chair Spanagel reported that \$7380 had been received from various donors and that he felt the campaign is making good progress.

New Business:

None.

Action Items:

Chair Rose will contact HR for more information on the procedures for reviewing Director Mulé's contract.

Executive Session – will not reconvene in open session

Secretary Streeter moved to adjourn the open session and open executive session; Member Frantz seconded the motion, and the motion passed on a 5-0 vote.

The Board adjourned the open session. The Board opened in executive session to review the renewal of Director Mulé's contract. Chair Rose called the roll and all 5 Trustees were still present.

The Board discussed the current draft of Director Mulé's contract and areas of concern.

Secretary Streeter moved to send the draft contract to Town Counsel for their review; Member Spanagel seconded the motion, and the motion passed on a 5-0 vote.

The Board closed the executive session.

Adjournment:

There being no further business for the Board to consider,

Secretary Streeter moved to adjourn; Vice Chair MacGrory seconded the motion, and the motion passed on a 5-0 vote.

The Board adjourned and the Zoom meeting ended at 9:06 PM.

Respectfully Submitted,

Frank S. Streeter, Secretary

List of Documents:

Agenda
Chair's Report
Director's Report