

**ROGERS FREE LIBRARY  
BOARD OF TRUSTEES  
(APPROVED)**

October 28, 2021  
Rogers Free Library  
525 Hope Street  
Bristol, RI 02809  
6:30 p.m.

Present were:  
Jackie Katz  
Laura Cabral  
Beverly Larson  
Ruth Souto  
Al Wroblewski

Also present were:  
Ryan Brennan, Director  
Jackie O'Brien, Assistant Director

Absent:  
Engracia Rodrigues  
David Swanson

**1. ROLL CALL FOR QUORUM**

Jackie Katz called the meeting to order at 6:31 p.m. and noted that there was a quorum.

**2. REVIEW/AMEND/APPROVE MINUTES OF PREVIOUS MEETING**

**A motion was made by Ruth Souto to approve the September 23, 2021 minutes as amended; seconded by Beverly Larson; Roll call vote – all in favor, motion carries.**

**3. CHAIR REPORT**

**Jackie Katz – No Report.**

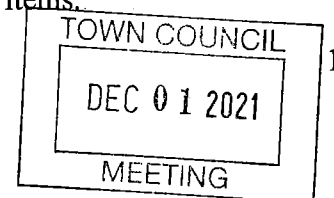
**4. REPORT OF THE LIBRARY DIRECTOR**

**Prior to Ryan's Director's Report, Jackie Katz – Announced that Ryan had given her his letter of resignation. Every Board Member had wonderful accolades to say about Ryan.**

**Al Wroblewski made a motion to accept, with regret, Ryan's Resignation; seconded by Ruth Souto; Roll call vote – all in favor, motion carries.**

**Jackie Katz – noted that Ryan's last day will be Friday, November 19, 2021 and she would like to do an exit interview at the next Trustees Meeting on November 18, 2021.**

**Ryan – Gave an update on the Friends funding grants. All 9 Grants were funded by the Friends. They include BlocksCad, Art Journaling for Teen Girls, Mobile Hotspots; which the Friends has already purchased, we are on a waiting list for them. Ryan spoke about the Champlain Grant and also mentioned that OLIS had stated there will be another ARPA Grant for self-check. If there is any money left over from this Grant, we will be able to purchase other items.**



## 5. FINANCIAL REPORT

**Ryan** – noticed that there was a discrepancy in the Subscriptions Account. Ryan will check on that for the November meeting. **September Financial Report and October Financial Report will be tabled until the November 18, 2021 meeting.**

## 6. OLD BUSINESS

- **Director Evaluation Dialogue Question Discussion**  
**Jackie Katz** – Asked, that this be tabled until the November 18<sup>th</sup> meeting.
- **Strategic Planning – On Hold**  
Discussion on Strategic Planning Steering Committee. The Committee will consist of the Library Director, Youth Services Librarian, three Trustees and two members of the Friends.
- **Dolly Parton Imagination Library Initiative Update**  
**Ryan** – Currently we have 250 children signed up, so this is doing really well! There are a total of 1,150 children from 0 to 5 years old in Bristol and Warren.  
**Laura Cabral** - asked if there was a breakdown of the number of kids from Bristol and from Warren.

## 7. NEW BUSINESS

- **Liason Reports**
  - **Friends of RFL – Ruth Souto** – Ruth Souto, Jackie Katz and Ryan Brennan had a meeting with the Friends. Everything went well.
  - **Grant Oversight Committee – Laura Cabral** - They haven't met since their last meeting.

There was a discussion on an Interim Director.

**Ruth Souto made a motion that the Board appoint Nancy Kellner and Charlotte Burnham as Co-Interim Directors until we find a permanent Director; seconded by Al Wroblewski, roll call vote – all in favor, motion carries.**

There was a discussion regarding working out details of hours and salary for the Co-Interim Directors.

**Al Wroblewski made a motion that Jackie Katz be in charge of negotiating the details, and Beverly made an amendment that Jackie Katz and Ruth Souto be in charge of negotiating details. Ruth Souto seconded the amendment; roll call vote – all in favor, the amended motion carries.**

There was a discussion on the interview process for a new Director.

**Jackie Katz** – Would like to commit 5 people to the Director's Search Committee make up.

**After amendment, a motion by Ruth Souto, seconded by Beverly Larson was adopted, "This five member Search Committee to include a staff member as discussed, a member of The Friends, or a Community Partner/Patron as discussed, with the Committee**

**empowered to finalize the Committee Membership”; Roll call vote – all in favor, motion carries.**

There was a discussion regarding funding for advertising costs for the Library Director’s position as well as posting and advertising this position.

**Beverly Larson made a motion to empower the Search Committee to set the application deadline, so that the Town can post the current job description; seconded by Al Wroblewski; Roll call vote – all in favor, motion carries.**

**8. MEMBER PREROGATIVES**

There was a discussion regarding the day after Thanksgiving being open all day, half day or closing all day, going forward. The day after Thanksgiving is to stay open for this year. This is to be discussed at a future meeting for next year.

**9. PUBLIC COMMENT**

No Public Comment

**10. NEXT MEETING DATE:**

The Next Meeting date will be **November 18, 2021**

**11. ADJOURN**

**Beverly Larson made a motion to adjourn; seconded by Ruth Souto, roll call vote – all in favor, motion carries. Meeting adjourned at 8:57pm.**

Respectfully submitted,

Jackie O’Brien