

WASHINGTON PUBLIC LIBRARY  
Minutes of the Regular Monthly Meeting  
Library Board of Trustees  
February 22, 2021

**MINUTES**

**I. CALL MEETING TO ORDER/COMPLIANCE WITH THE SUNSHINE LAW:**  
Rosemarie Rosati, President, called the regular monthly meeting of the Washington Public Library Board of Trustees to order via Zoom call at 7:04pm and read the Open Public Meeting Act.

**II. DECLARE A QUORUM:** Rosemarie Rosati declared a quorum.

**III. ROLL CALL:** Mayor Dave Higgins, John Valentine, Jaymie DeWitt, Jackie Nassry and Rosemarie Rosati. New Board member Ian Watts.

Absent: Frank May

Also in attendance: Usha Thampi-Lukose, Library Director

**IV. APPROVAL OF THE AGENDA:** With no modifications needed, Rosemarie Rosati declared the agenda approved.

**V. APPROVAL OF THE MINUTES:** A motion was made by John Valentine and seconded by Ron Duryea to approve the minutes of the Washington Public Library Board of Trustees meeting held on December 21, 2020. Approved with four (4) ayes. Deputy Mayor Conroy abstained.

**VI. PUBLIC HEARING/AUDIENCE:** No one from the public was present.

**VII. COMMUNICATIONS:**

**VIII. REPORTS:**

**1. President's Report –**

- a. Rosemarie encouraged finding more board members. At least 6 community members would be ideal.
- b. Strategic Planning needs to be priority
- c. New board member orientation needs to be standardized
- d. The BoT needs a Building committee chairperson since Ron has left the board.
- e. Working through the heating issue at the library

**2. Treasurer's Report –**

- a. \$3000 in checking account; discussion to pay bills with \$4000 from savings

- b. Rosemarie moved to approve the Treasurer's report. Jaymie DeWitt seconded. Higgins and Ian abstained; everyone else approved.

### **3. Director's Report**

Full report distributed. Highlights include:

Non-resident fees of other libraries data was collected by Usha. Will be provided as part of the Director's report.

Report approved; motion by Rosemarie, seconded by John. All approved.

#### **4. Finance Committee:**

Rosemarie relayed information from Robert Keith who declared that fundraising money can be used for operation of the library if a Foundation is formed.

#### **5. House Committee:** none

#### **6. Policy Committee:** Jaymie redid the bylaws and will distribute; Need to tackle Strategic Plan.

#### **7. Friends of the Library:**

Additional Tricky Tray is being planned.

Discussion of putting together an "Ask" letter to patrons.

#### **8. Social Media:** none

### **IX. OLD BUSINESS:** none

### **X. NEW BUSINESS:** Next Month we will look at non-resident fees.

### **XI. EXECUTIVE SESSION (as needed):** None.

### **XII. COMMENTS, ANNOUNCEMENTS AND OTHER BUSINESS:**

### **XIII. ADJOURNMENT:** There being no further business, Rosemarie announced the adjournment of the meeting at 7:50 PM.

The next regular monthly meeting of the Washington Public Library, Board of Trustees, will be held on Monday, March 22, 2021 at 7 PM.

Respectfully submitted,  
Jaymie DeWitt – Secretary