

Bellingham Library Board of Trustees
Meeting Minutes for Thursday, July 08, 2021

Submitted by: Laura Howard

Present: Library Board: Nicole Buckley, Vice Chair,
Laura Howard, Secretary, Carol Bird
Library Staff: Bernadette Rivard, Director

Location: Remote Zoom meeting

Next meeting: August 12, 2021

Meeting called to order at 7:01 pm by Sue Garten, Chair.

A motion to approve the meeting minutes submitted for June, 2021, was made by Carol Bird, the motion was seconded by Sue Garten. All were in favor and the motion passed.

Bernadette Rivard read the financial report and a list of invoices from the last month. The Board reviewed all statements.

Bernadette Rivard presented and reviewed the Director's Report as submitted July 07, 2021.

The proposed fall hours will provide 51 hours of operation of the 50 hours needed.

A motion to change the fall library hours as proposed and to start on September 6th was made by Nicole Buckley, the motion was seconded by Carol Bird. All were in favor and the motion passed.

The final numbers of the FY2021 budget show a return of \$279.63 to the town.

A motion to approve the carryover vacation days for Bernadette (9.5 days) and Steve (6 days) was made by Sue Garten, the motion was seconded by Nicole Buckley. All were in favor and the motion passed.

At this time, Bernadette Rivard excused herself from the session and the Board discussed our director evaluation.

The Board reviewed and discussed survey submissions evaluating the director's performance as noted by staff. On the whole the reviews were extremely positive and it was noted that the past year specifically was during an unprecedented time.

Bernadette rejoined the meeting and Sue Garten, head of the review noted that overall performance has been exceptional. Recommendations were made to create a structural hierarchy and flowchart for responsibility in Bernadette's absence. A recommendation was also made to create a custodial calendar or tasks.

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The meeting was adjourned by Sue Garten, Chair at 8:15 pm