

Vespasian Warner Public Library District

Special Board of Trustees’ Meeting

**MINUTES**

Wednesday, November 2, 2022 at 5:30 p.m.

Museum Room at Vespasian Warner Public Library

310 N. Quincy St., Clinton, IL

Meeting opened at 5:37pm by Jonah Kolb

Roll Call:

As-appointed: Jonah Kolb, Janelle Sams-Thomas, Matt Love, Stephanie Coonce

Public Visitors / Staff: None

*Reviewed and approved 10/18 meeting minutes by unanimous voice vote.*

*Kolb, Love and committee recapped key take-aways from series of special board meetings:*

1. *Dedicated time away from desk is a big win and a successful change implemented by Perryman & Rusk*
2. *Senior leadership would benefit from additional leadership training.*
3. *Duplication of work/oversight is a challenge within a tight-knit team, and particularly by Perryman & Rusk*
4. *The library should begin transitioning to a FT:PT ratio more in line with peer institutions and use natural/voluntary attrition to do so*
5. *Library would benefit from using more data to as the primary driver of programming and resource allocation, with staff interest as an additional consideration*
6. *Committee noted a difference between Board’s and exempt employees’ general approach and attitude toward time keeping and comp time. Not a problem and not something to address, just a difference in perspective*
7. *Prioritization of work, tasks, and projects is hard for staff and management, and difficult for board to get into the details on*

*Committee discussed and identified operationally-required fulltime functions: exec dir, business admin, maintenance, children’s librarian, circ/shift supervisor. Kolb brought up the importance of programming for VWPLD as patron service organization and questioned whether a fulltime patron-facing programming function should be considered a key function. Committee discussed the significant impact of full time benefits on overall budget as being a primary driver for moving to more part time roles over time.*

*Committee discussed how to “land” the set of meetings and thinking on staff modeling and settled on focusing on the next 12-15 months by filling the vacancies left by next two planned departures with part-time staff, up to the same total hours if needed. Any third departure would be addressed on a facts and circumstances basis. Committee unanimously agreed to invite Bobbi to join next special board committee meeting to discuss above plan and then go closed session to discuss separate personnel items not related to long term staffing model. Based on Bobbi input, committee would decide or vote on final recommendation – or discussion items – to bring to the full board.*

*Meeting adjourned at 6:45 with plan to meet again Wed 11/9 prior to the full board meeting.*