Russell Library Board of Trustees Regular Meeting
Tuesday, April 19, 2022, 6:30 p.m.
123 Broad Street, Middletown ~ Hubbard Room
Draft minutes and other supporting items can be requested in accordance with the Freedom of Information Act.

AGENDA

1. Call to Order
   a. Review Community Dialogue Framework
   b. Mission Moment (*Mission: "We empower people to grow, connect, strive and thrive.")

2. Public Comment

3. Approval of Minutes
   a. **MOTION**: Approve minutes of the March 15, 2022 Board Meeting

4. Administration Report – Ramona Burkey, Library Director

5. Committee Reports
   a. Executive Committee – E. Wisneski
   b. Finance Committee – A. Becker
   c. Governance Committee - C. Sanders
   d. Strategic Planning Committee - T. Duggan
   e. Facilities Committee - S. Nelson

6. Unfinished Business
   a. Meeting format

7. New Business
   a. **MOTION**: Adopt revised Conflict of Interest Policy

8. Announcements

9. Open Forum/General Good and Welfare

10. Executive Session
    a. **MOTION**: Executive Session to discuss matters related to strategy, personnel, contracts and property.

11. Adjournment

Next regular board meeting: Tuesday, May 17, 2022, 6:30 p.m.
Community Dialogue Framework
Parliamentary procedure and public meeting requirements set a method for deciding the business of the Russell Library in view of the public. A Community Dialogue Framework provides guidance on improving the decision-making process by encouraging productive discussion. The following framework has been adapted from the work of Alison Williams:

- Practice open and honest communication.
- Listen carefully, actively, and respectfully.
- Be courteous; do not interrupt another speaker and do not multi-task.
- Speak from personal experience. Use “I” statements to share your thoughts and feelings.
- Support your statements with evidence and provide rationales.
- Respect others’ rights to hold opinions and beliefs that are different from yours. All perspectives are welcome and valid.
- Be open to new and different perspectives.
- If you are offended, speak up.
- Challenge and debate the merits of ideas, not the person supporting it.
- Step up and participate in the conversation.
- Step back and recognize others deserve an opportunity to speak.
- When discussion takes place in Executive Session, respect and maintain confidentiality.
- Share the message, not the personal.
- Trust that dialogue and disagreement will take us to deeper levels of understanding and acceptance.