Russell Library Board of Trustees Regular Meeting
Tuesday, June 21, 2022, 6:30 p.m.
Hubbard Room, Russell Library, 123 Broad St., Middletown CT

Draft minutes and other supporting items can be requested in accordance with the Freedom of Information Act.

AGENDA- amended

1. Call to Order
   a. Introduction of new Trustees
   b. Review Community Dialogue Framework
   c. 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 May 17, 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
   e. Facilities Committee - S. Nelson

6. Unfinished Business

7. New Business
   a. MOTION: Election of officers for 2022-2023
   b. MOTION: Approve 2022-2023 Russell Library Company Budget
   c. MOTION: Authorize the Library Director to
      i. submit an application to the Connecticut State Library for a Category 2 State Public Library Construction Grant, and
      ii. execute a contract with the Connecticut State Library for a State Public Library Construction Grant
   d. Conflict of Interest policy: distribute/sign
   e. Fall Board retreat: Saturday, September 10, 2022

8. Announcements

9. Open Forum/General Good and Welfare
10. **Executive Session**
   a. **MOTION**: Executive Session to discuss matters related to strategy, personnel, contracts, property and pending litigation.

11. **Adjournment**

   **Next regular board meeting**: Tuesday, September 20, 2022, 6:30 p.m.

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**Russell Library 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.

- 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.