Russell Library Board of Trustees Regular Meeting  
Tuesday, September 20, 2022, 6:30 p.m.  
Meeting Room 2, 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

1. Call to Order
   a. Introduction of new Trustee(s)
   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 June 21, 2022 Board Meeting

4. Administration Report – Ramona Burkey, Library Director
   a. Leadership Team Report
      i. Summer 2022 Recap – Jenn Billingsley, Head of Youth and Family Learning

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

6. Unfinished Business
   a. Fall Board retreat

7. New Business
   a. Committee assignments
   b. Common Council appropriations request for $225,000.00 in anticipated pre-development expenses

8. Announcements

9. Open Forum/General Good and Welfare

10. Executive Session
    a. MOTION: Executive Session to discuss matters related to strategy, personnel,
11. Adjournment

**Next regular board meeting:** Tuesday, October 18, 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.