Executive Committee Meeting  
Tuesday, March 1, 2021  
Via Zoom  
5:00 p.m.

Present: Trustees Becker, Berlind, Nelson, and Wisneski; Library Director Burkey  
Missing: Trustee Fulton

1. **Call to Order:** Chair Wisneski called the meeting to order at 5:07 p.m.  
2. **Public Comment:** There were no comments from members of the public.  
3. **Minutes:** It was moved (Trustee Becker) and seconded (Trustee Nelson) to accept the minutes of the February 1, 2022 meeting. The motion passed unanimously.  
4. **Covid 19 Response:** Library Director Burkey reported that masks are now optional, following the public schools’ decision and CDC recommendations. In the library, about 2/3 of staff and about half of the public are still wearing masks. The staff hopes to begin in-person programs soon.  
5. **Facilities Assessment Planning:** Trustee Nelson reported that the Facilities committee has begun meeting and is working on three areas of planning for a future library: scheduling, financing, and building program. The goal is to have new library construction in progress within five years.  
6. **Board EDI Training:** This training has been completed by the Board, and library staff are starting small group discussion for further EDI planning, if funding permits.  
7. **Staff Climate Survey:** The survey, summarized by Trustee Hadley, has been shared as a summary report with Director Burkey, and President Wisneski has emailed staff to report on results in general, mentioning the high percentage of participants, the positive feedback, and the finding of areas in need of improvement. Director Burkey is hoping to hire a HR consultant who can work with administration and staff on issues that need to be addressed. It is hoped that a consultant can be kept on retainer to handle issues that arise in the future.  
8. **Board Terms:** The terms of some Board members have been renewed by the Mayor. Due to the resignation of Trustee Skowera, there is a vacancy on the Board that needs to be filled. The Executive Committee will look at the current Board roster and at the list of Russell Company members.  
9. **New Company Member Nominations:** Board members will be asked to suggest new members for the Russell Library Company.  
10. **Approval of Board Letter Regarding Finances:** The letter was approved by the Board, and was sent to the City along with Director Burkey’s budget request.  
11. **Executive Session:** It was moved (Trustee Nelson) and seconded (Trustee Becker) to enter Executive Session at 5:37 p.m. The motion passed unanimously. It was moved (Trustee Nelson) and seconded (Trustee Becker) to exit Executive Session at 6:15 p.m. The motion passed unanimously.  
12. **Adjournment:** It was moved (Trustee Becker) and seconded (Trustee Nelson) to adjourn the meeting at 6:15 p.m. The motion passed unanimously.
Respectfully Submitted,

Wendy Berlind
Wendy Berlind, Secretary

The next Executive Committee Meeting will take place on Tuesday, April 5, 2022.