

Kent County Library Board of Trustees

Minutes of the March 10, 2021 Virtual Meeting

Present: Elisabeth Tully, President; Jay Silcox, Treasurer; Alan Austen, Trustee; Erin Counihan, Trustee; Judi O'Brien, Trustee; Arnessa Dowell, Executive Director; Chris Walmsley, Staff Member

The meeting was called to order at 2:01 pm.

Ms. Tully reviewed the purpose of the meeting, which was to approve the Fiscal Year 2022 Budget Submission.

Finance Committee Report

Mr. Silcox reported that the finance committee had met on Monday, March 8 in order to review the budget proposal from the director, and the finance committee developed recommendations based on this meeting.

Mr. Silcox moved to approve a new full time position and two part time positions to be hired during Fiscal Year 2021 as recommended by the finance committee. Ms. Tully seconded the motion. Ms. Tully called for discussion, and noted that the finance committee had carefully considered the financials and decided that these were fiscally prudent decisions. Ms. Tully continued that the overall request for county funding in Fiscal Year 2022 was not increased from the Fiscal Year 2021 request.

Ms. O'Brien questioned if the new positions could be funded if the county does not meet the funding request. Mr. Silcox noted that the current budget included two positions which had gone unfilled which would be covered, but that further hires would need to be reevaluated based on the amount approved by the commissioners. Mr. Silcox noted that the county was confident in their revenue stream. Ms. Dowell noted that flat funding for Fiscal Year 2022 had been investigated, and that it would require more use of the unrestricted reserve, and potentially delay or reduce some hirings.

Mr. Austen requested that the new positions be separated from the budget discussion. Ms. Tully reviewed the budget request and the new hires proposed by Ms. Dowell and the finance committee. Mr. Austen expressed that he was unable to support new hires until the budget is known.

Mr. Silcox revised his motion to approve hiring of one full time position and two part time positions in Fiscal Year 2021 as recommended by the Executive Director and the finance committee. Ms. Counihan seconded the revised motion. Ms. Tully called for discussion, of which there was none. Ms. Tully called the motion to a vote. The motion was approved with

Ms. Counihan, Ms. O'Brien, Mr. Silcox, and Ms. Tully voting in favor, and Mr. Austen voting against.

Mr. Silcox moved to adopt the Fiscal Year 2022 budget as proposed by the Executive Director and recommended by the finance committee. Ms. Tully seconded the motion. Ms. Tully noted that the approval vote allowed for the library to submit the funding request for Fiscal Year 2022. Ms. Tully called for a vote, and the motion was approved unanimously.

Mr. Silcox concluded the finance committee report.

Ms. Tully extended thanks to the finance committee for their work and noted that there would be no finance committee meeting at the end of the month.

No further business was brought before the trustees.

Ms. Tully moved to adjourn the meeting. Mr. Silcox seconded the motion, which was approved unanimously. The meeting was adjourned at 2:21 pm.

The next meeting of the Board of Trustees will be on March 29 at 5:00 pm.