

**Board of Directors Meeting - FY24, Q3 #2  
Tuesday, 30 April 2024, 2 PM**

**Minutes**

**Governance:**

**Voting:** Alissa Williams (Board President), Jenny Sevier (Board Vice President), Genna Buhr (Board Treasurer/Secretary), Jeff Brooks, Jane Easterly, Larissa Good, Rebecca Seaborn, Elizabeth Wild, Beth Duttlinger (Users Group Chair),  
**Absent:** Mary Aylmer, Bobbi Mock, Richard Young (Users Group Vice Chair)  
**Tie-Breaking Vote Only:** Kendal Orrison (RSA Executive Director)  
**RSA Staff (non-voting):** Antony Deter, Sara Naslund (minutes)

**Agenda:**

1. **Welcome and Call to Order (A WILLIAMS)n 2:02pm**
  - 1.1 **Board role call (S NASLUND)**
2. **Consent Agenda (concept testing for III RSA Board) (A WILLIAMS)**
  - 2.1 **Adoption of the agenda**
  - 2.2 **RSA Board Minutes from 30 Jan and 27 Feb 2024 meetings**
  - 2.3 **Approval of disbursements – Feb and March 2024**
  - 2.4 **Review, MOTION & APPROVE consent agenda**

*Motion Moved by L GOOD, seconded by R SEABORN*

*THE RSA NFP CONSENT AGENDA BE APPROVED*

***Motion carried by unanimous vote***

3. **Financial / ED Reports (ED) (K ORRISON)**
  - Doug departed RSA at end of Feb. Will not be filling position until know how things are going to go.
4. **Independence and IGA Signing Updates (A DETER)**
  - 4.1 **Signed & known withdrawing libraries – as of 30 April**
    - 106 total
    - 75 Publics, 22 Schools, 3 Academics & 2 Specials
    - (21 publics and 12 CUSD we haven't received IGA's from yet)
    - 3 schools are considering dropping.
    - 1 signed for at least one year, the other 2 aren't sure.
    - 1 school who signed may rescind.
  - 4.2 **List of libraries who haven't signed**
    - Canton CUSD, West Central CUSD, Heyworth CUSD plan to withdrawal prior to June 30, 2024.
    - St. Marks and Olympia CUSD are considering withdrawal.
    - QND will sign and possibly leave in a year.
    - Pleasant Plains CUSD might have to rescind.
  - 4.2.1 **Develop battle plan for contact and engagement**
    - We have emailed/phoned twice other 9 schools but haven't heard back.
    - 21 publics have been contacted.
    - Antony went down list of unsigned IGA's and any known status.
    - Flannagan is the only public library we have not been able to contact.

- Kendal is pleasantly surprised that we have gotten this many signed IGA's back already. Knew that going in tracking down schools would be the most difficult.

#### 4.3 Legal Update, if any

- Notified lawyer and waiting for response.

#### 4.4 RSA Staff starting to wonder about next steps / need Facilitator for change management?

- RSA staff will be independent on 7.1.2025
- Personnel committee? Hire outside consultant to facilitate?
- Hopeful to have all employee details hammered out by 3.2025 to give staff time before deadline of 7.1.2025.
- Social gathering with board and staff or new board members?

#### 4.5 IT infrastructure updates – Simplelists & new help desk by end of September

- Will be replacing help desk.
- Discussed new email groups.

### 5. Updates on New Board Election Process

#### 5.1 Count of volunteers

- 17 volunteers for 12 positions

#### 5.2 Updates or notes to/from Nominating Committee

- Would like nomination committee to try and get two volunteers per position.
- Winners will be notified by 6.17.2024.

### 6. Unfinished Business

#### 6.1 Continued discussion of building costs vs staff hybrid work schedules

##### 6.1.1 Suggested plan of action for new RSA Board?

##### 6.1.2 Use building 5 days a week?

- 4 suggested plans of action
- Currently Kendal and Antony are the only employees in the office more than one day a week
- At next board meeting, if everyone is comfortable, come up with a plan of action suggestion for the new board

#### 6.2 RAILS Training: James (Jamie) Rachlin, Finance guru from

<https://www.meristemadvisors.com/about>

#### 6.3 RAILS Training Research

##### 6.3.1 Looking for RSA library Director(s) w/ experience in referendums or working with Board about funding changes, different funding lines for libraries, etc.

### 7. Closed Session \*if needed\* – Treasurer/Secretary notetaker

### 8. President's Time, Other Board Business, Discussions, Adjournment (A WILLIAMS)

#### Final RSA NFP Board Meeting Date (if needed):

- 4 June - 2 - 4 PM
- Note: Additional meetings scheduled as workload or approval votes are required
- Adjourned 3:57pm

*FINAL VOTE OR ACTION MAY BE TAKEN AT THE MEETING ON ANY AGENDA ITEM SUBJECT MATTER LISTED ABOVE, UNLESS THE AGENDA LINE ITEM SPECIFICALLY STATES OTHERWISE.*

Minutes compiled by:

Sara Naslund

RSA Member Services Coordinator