

THE WESTPORT LIBRARY  
Westport, Connecticut  
Approved Minutes of the Board of Trustee Meeting  
January 18, 2017

Trustees Present: Joe Pucci (presiding), Jocelyn Barandiaran, Russ Baris, Julie Belaga, Iain Bruce, Jonathan Cunitz (by phone), Emily DiMiceli (by phone), Holland Dunn (by phone), Lori Goertz, Adrian Hinojos, Lucy Johnson (joined by phone at 8:30 pm), Celeste LaCroix, Susan Ross, Cindy Zuckerbrod

Trustees Absent: Ken Bernhard, Rob Haroun, Dan Gross, Marianna McCall, Maggie Mudd, Carole Orland.

Joe Pucci called the meeting to order at 7:34 pm.

Minutes from the December 18, 2016 meeting were reviewed. Iain Bruce made a motion to accept them and Adrian Hinojos seconded the motion. The motion was unanimously approved by the Board.

President's Report:

Joe expressed what an exciting month the Library has already experienced. First the RTM's unanimous approval of \$5 million appropriation and bond for the Transformation Project. It was the final step in a lengthy process. Joe expressed his gratitude to the Town for their support which will enable the Library to continue serving the community and beyond.

Executive Director's Report:

- Robert Kelly, the new Content Curation Collection Manager began on Tuesday.
- Rachel Reese the new Marketing Director has been here one month. She's been working on developing personalized marketing plans for each department within the Library and will also be helping with the Capital Campaign Fundraising Campaign.
- Tomorrow night WestportREADS book author George Hodgman will be speaking at the Saugatuck Congregational Church. Because of the high demand for tickets it couldn't be done at the Library.
- The Library is planning a Malloy Lecture in June. Bill has put together a team to begin discussion and timing of the event. Both Maggie Mudd and Lucy Johnson are on that team.
- The Mini Maker Faire has a new name: Maker Faire Westport. It is now the largest Maker Faire in the state of Connecticut.
- Booked for the Evening committee members have been meeting regularly. A request for the penitential honoree has been sent out. Kelle Ruden will be working with the team to organize and orchestrate the event.
- The RTM unanimously approved the \$5 million appropriation and bond for the Transformation Project. The Library has now raised 75% of the targeted goal. The Development Team is busy identifying new donors and putting together a Grassroots Campaign with the help of Rachel Reese.
- Cindy and Barbara then gave an update on the strategy for the Capital Campaign.

- The State Library held a Budget meeting today. The news coming out of it was grim. The Governor has asked for a 10% reduction from everyone, and that in all likelihood be more. State Library services are expected to be cut.
- Planning in earnest for the interim library is in progress .Many details remain that need to be finalized.
- Marc Laibe, from Soundview Construction gave an update on the Transformation Project which is currently in the Design Development Stage. The planning is right on schedule.
- And finally, Randy Herbertson gave an overview of the new website for the Transformation Project. <https://www.wltransformationproject.org/>

#### Treasurer's Report:

Jonathan Cunitz reported that YTD revenues are on schedule and that there is a positive forecast.

#### Finance Committee Report:

Russ Baris reported that the Library will move forward with the proposed Budget with no increases. The Budget has been reviewed and feedback from the First Selectman is forthcoming.

#### Development Committee Report:

Cindy Clark gave a YTD update on Development activity.

An appeal has gone out to local businesses and the Development Committee will follow up shortly to those solicited.

#### Governance and Nominating Committee Report

Susan shared that the Gov/Nom committee reviewed and recommended to the Board adoption of a revised Library Code of Conduct Policy proposed by management. It was noted that a vote would require approval by 75% of the Board members and the number attending was less than that. Motion was made by Susan Ross, seconded by Lori Goertz to approve the Library Code of Conduct Policy. The vote will be open until the adjournment of the February 15<sup>th</sup> Board meeting. Board members may sign their approval on a written Consent form that will be kept in the Library.

At 8:50 PM, Russ Baris motioned to go into executive session to discuss contract matters, seconded by Susan Ross. All Trustees unanimously approved.

At 9:03 PM Iain Bruce motioned to come out of executive session, seconded by Jocelyn Barandiaran. All Trustees unanimously approved. No votes were taken as a result of matters discussed in executive session.

#### Adjournment

There being no other matters for discussion, Joe then entertained a motion to adjourn the meeting. A motion to adjourn the meeting was made by Jocelyn Barandiaran, seconded by Iain Bruce, and unanimously approved by the Board, and the meeting was adjourned at 9:05 PM.

Respectfully submitted by,  
Adrian Hinojos, Secretary