

Approved Minutes of the Board of Trustees Meeting
Schine Room, YMCA, 7:30 pm
February 27, 2019

Trustees Present: Iain Bruce (presiding), Jocelyn Barandiaran, Russ Baris, Scott Bennewitz, Andrea Berkley, Ken Bernhard (Phone), Jonathan Cunitz, Emily DiMiceli (Phone), Randy Herbertson, Rob Haroun, Sivan Hong, Lucy Johnson, Celeste LaCroix, Maggie Mudd, Joe Pucci (Phone), Pat Wieser, Andrew Wilk

Trustees Absent: Adrian Hinojos, Jeremy Price, Susan Ross

Iain Bruce called the meeting to order at 7:33 pm.

Jocelyn Barandiaran shared a Power Point presentation outlining the future of the Library's Book Sale and the idea of engaging individuals with disabilities to support the operational aspects of the sale as a means of supporting this segment of the community. A team has been in conversation with Abilis, a local organization that provides support and training for individuals with developmental disabilities "from birth to earth", and also with CAPE, a subcommittee of Westport's Commission on People with Disabilities, that is dedicated to Creating Acceptance through Purposeful Employment.

Amy Montimurro and Luis Valasquez from Abilis, and Stacie Curran and Marina Derman from CAPE, spoke about their organizations' respective missions. Discussion followed the presentation.

Jocelyn left the meeting following conclusion of the presentation.

Transformation Update

Rob Haroun reported that the project continues to remain on schedule and on budget. Still looking at completion date in June 2019. Ribbon cutting is set for the end of June.

Marc Laibe of Soundview Advisors, the Library's Owner's Representative, reported there continues to be unallocated contingency funds available in the budget and it looks promising that the project will close on Budget.

Annex Update

Iain shared a Power Point presentation illustrating the plan, design and financials for the proposed Annex.

Iain stated that a vote was required to approve addition of the Annex to the project and to increase the Transformation Project budget and capital campaign by \$250,000 in order to fund the Annex, and he presented the following resolutions:

RESOLVED, that the Board of Trustees hereby approves the preparation and installation of an approx. 600 s.f. pre-fabricated “Book Sale Annex” (the “Annex”) immediately outside the Library Building, adjacent to the existing storage shed, and substantially as described in the conceptual designs presented to the Board at this meeting; and it is further

RESOLVED, that the budget for the Library’s Transformation Project be and hereby is increased to \$21,430,000, and the Library’s ongoing capital campaign in support of the Transformation Project shall continue, with a revised aggregate net goal of \$21,430,000, in order to provide sufficient funding for the Annex (including required site work and contingency amounts); and it is further

RESOLVED, that HMA² Architects’ services, and compensation for such services, in connection with the Annex, be as provided for under and pursuant to the AIA A201-2007 Contract for Construction between the Library and HMA² Architects, dated June 2016, as a change order to the Transformation Plan; and it is further

RESOLVED, that AP Construction’s services, and compensation for such services, in connection with the Annex, be as provided for under and pursuant to the AIA A-133-2009 Standard Form of Agreement between the Library, as Owner, and AP Construction, Construction Manager, as Contractor, dated August 4, 2016, as amended by Exhibit A thereto dated September 1, 2017, as a change order to the Transformation Plan; and it is further

RESOLVED, that the Executive Director and Officers of the Library are, and each of them hereby individually is, authorized and directed to pursue, in the name and on behalf of the Library, all municipal and contractual authorizations, consents and approvals necessary, if any, in order to effect the foregoing resolutions.

Iain Bruce made a motion to accept the proposed resolutions, and also to approve funding of the Annex through existing capital reserves and continued campaign fundraising. It was seconded by Sivan Hong. 14 Board members voted in favor, 2 were opposed, no abstentions. The motion was approved.

President’s Report

Iain asked for approval of the January minutes. Russ asked for a minor change in his report. Russ then made a motion to accept the minutes with revision and Sivan seconded the motion. The motion was unanimously approved by the Board. Iain had no further report.

Development Committee

The Development Committee did not meet in February, so there was no report. Andrea thanked Barbara Durham for all her work as the interim Director of Development.

Treasurers Report

Jonathan Cunitz reported that there continues to be a slight surplus.

Finance Committee Report

Russ Baris reported that the Finance Committee presented the FY 2019/2020 Budget at BOF workshop. The Library has been asked to reduce its funding request.

Executive Director Report

Bill thanked Pat Wieser and Rob Haroun for putting together a cocktail party with their friends to be held at the Library on Sunday, March 4. About 60 people will be attending.

He invited other Board members to do the same as a unique way of showcasing the new Library.

March 9 – Toscanini – 3 pm

March 12 –As part of WestportREADS, Moshin Hamid will be at Saugatuck Elementary School via video chat. 7 pm.

Ribbon Cutting will be either June 23 or June 29. Bill will make a decision this week.

Other Business

There being no further business, Iain made a motion to go into Executive Session to discuss Personnel issues at 9:10 pm.

Iain made a motion to come out of Executive Session at 9:30 pm which was seconded by Andrew Wilk. No votes were required to be taken as a result of matters discussed in Executive Session.

Iain then made a motion to adjourn the meeting, which was seconded by Andrew Wilk. The Board unanimously approved and the meeting adjourned.

Respectfully submitted by,

Acting Secretary

Iain Bruce