

THE WESTPORT LIBRARY  
Westport, Connecticut  
Approved Minutes of the Board of Trustees Meeting  
March 28, 2018

Trustees Present: Joe Pucci, Jocelyn Barandiaran, Russ Baris, Jonathan Cunitz, Emily DiMiceli (by phone and arrived in person at 8:24 pm), Dan Gross, Randy Herbertson, Adrian Hinojos, Celeste LaCroix, Maggie Mudd, Andrew Wilk, Cindy Zuckerbrod

Trustees Absent: Andrea Berkley, Ken Bernhard, Iain Bruce, Holland Dunn, Rob Haroun, Lucy Johnson, Carole Orland, Susan Ross

Joe Pucci called the meeting to order at 7:31 pm.

Minutes from the meeting held on February 28, 2018, were reviewed. Jocelyn Barandiaran made a motion to approve the minutes and Cindy Zuckerbrod seconded the motion. The motion was unanimously approved by the Board.

President's Report:

Joe shared that the prior week's FLEX: Experiences events showcased the Library in a very positive light. He felt that the celebrity luncheon was excellent, and he personally received plenty of good feedback. He attended the evening of music and said the bands raved about the acoustics. He felt that the events showed the community the potential the future Library holds and clearly demonstrated the flexibility that the new space will have.

Several Board members also shared their personal experiences with FLEX events.

Executive Director's Report:

Bill reinforced that the focus of FLEX was to get people excited about the Transformation Project and reinvigorate the Capital Campaign. He shared with the Board his reflections on FLEX week, and reviewed some key statistics, including attendance and budget; Rachel Pagnataro reviewed marketing and communications strategies and results, and media coverage; and Cindy Clark and Barbara Durham shared some development perspectives.

Marc Laibe from Soundview Construction then gave an update on the Building Project and budget. He noted that masonry work is currently being done and major mechanical equipment is being moved in. Light fixtures have all been delivered. The site work is done. Target move-in date to the Riverwalk Level is still Monday, May 14<sup>th</sup>.

Treasurer's Report

Jonathan Cunitz briefly reviewed the Treasurer's report on the operating budget that was circulated to Trustees prior to the meeting. He then discussed Transformation Project cash flows, contingency amounts, and timing of expenditures for the Children's Library renovations.

#### Finance Committee Report

Russ reported that the Town Board of Finance approved the Library's request for funding for the proposed 2018-2019 operating budget. Next, the RTM will vote on the Town's 2018-19 Budget, including the Library's funding request, in May. Russ noted that, at the Board of Finance's request, the Library presented a comparison of the Library's employee health plan with the State "CT Partnership" Health Plan; the Board of Finance requested that the Library continue to monitor and evaluate the plans.

#### Development Committee

No update.

#### Governance and Nominating Committee Report

There will be two vacant positions on the Board as of June 30th.

One position will be appointed by the Library and the other by the RTM. The Library Gov Nom Committee will again work with the RTM's Library Museum & Arts Committee to solicit and interview prospective candidates. A public announcement soliciting prospective Trustees will go out the first week of April.

#### Other Matters

There being no further matters to come before the meeting, Joe entertained a motion to adjourn the meeting, which was made by Cindy Zuckerbrod and seconded by Jonathan Cunitz. The motion was unanimously approved by the Board. The meeting adjourned at 9:09 pm.

Respectfully submitted by,

Adrian Hinojos  
Secretary