

THE WESTPORT LIBRARY
Westport, Connecticut
Approved Minutes of the Board of Trustees Meeting
August 23,2017

Trustees Present: Joe Pucci (presiding), Jocelyn Barandiaran, Russ Baris, Andrea Berkley, Ken Bernhard (by phone) Iain Bruce, Jonathan Cunitz, Dan Gross, Randy Herbertson, Adrian Hinojos,, Lucy Johnson, Celeste LaCroix, Maggie Mudd, Carole Orland, Susan Ross, Cindy Zuckerbrod

Trustees Absent: Emily DiMiceli, Holland Dunn, Rob Haroun

Joe Pucci called the regular meeting to order at 8:37 pm.

President's Report:

Joe announced that he has put together a team that will have weekly conference calls regarding the Capital Campaign and it's progress.

Executive Director's Report:

Melanie Myers and Alex Giannini gave an overview on the Espresso Book Machine which has been donated to the Library by a very generous donor. It is considered to be the next evolutionary step of the MakerSpace. They shared the endless possibilities for outreach, collaboration and programming that the machine will afford the Library and the entire Westport community, especially the writers. The machine will arrive just after Labor Day and the launch will be September 10, which happens to be the date of the first WestportWRITES event.

Bill shared that the Malloy Lecture, which is September 11 at the Westport Playhouse is SOLD OUT. The programming department has arranged to have a screening of Falsetto's at Norwalk Cinema on September 6th for those unfamiliar with the story line. He encouraged Board members to use the receptions before and after the event to speak with patron about the Transformation Project.

Groundbreaking is scheduled for September 14th at 6 pm. Rachel shared that a countdown clock was unveiled on the 14th of August marking the one month before shovels in the ground. Nancy Beard, a staunch Library supporter and donor was present to "flip the switch" . The countdown clock was moved from the Great Hall today to a Main Street storefront which used to be Sperry. It will be brought back to the Library in approximately one week.

On September 1, the Transformation Project exhibit which consists of renderings of what the building will look like, will be installed in The Great Hall.

Rachel also shared that the Marketing and Communications team has put together two videos containing interviews with patrons, staff, donors and key persons in town discussing the project.

Finance Committee:

Jonathan Cunitz reported that there is no report for this month.

Treasurer's Report:

Russ Baris reported that the Investment Committee met and that the last quarter was good. Investments grew over 3% for the quarter and 11% for the FY.

Russ then reported that some of the money invested for the Transformation Project in Mutual Funds was turned into CD's for a safe return.

Russ proposed that a motion be made to increase authorization of the amount of money to invest in CD's up to \$5M. Jonathan Cunitz made a motion to increase the amount of money to be invested in CD's to \$5M and Jocelyn Barandiaran seconded the motion. The motion was unanimously approved by the Board.

Development Committee

The Development Committee had their first meeting of this FY on August 14th. Roles and responsibilities were discussed.

Barbara Durham shared that the Capital Campaign has raised over \$4.3M since July 1, 2016.

Governance and Nominating Committee Report

Susan Ross reviewed the Unattended Children Policy with the Board which has been rewritten to assist the staff. She asked for a motion to accept the policy. Maggie Mudd made a motion to accept the policy and Iain Bruce seconded the motion. The motion was unanimously approved by the Board.

Other Matters

Melanie Myers announced the entire A/V collection will be moved from the Riverwalk Level to the second floor on Monday, August 28th.

There being no further matters to come before the meeting, Joe entertained a motion to adjourn the meeting. A motion to adjourn the meeting was made by Carole Orland, seconded by Jonathan Cunitz, and unanimously approved by the Board, and the meeting was thereupon adjourned at 9:12 pm.

Respectfully submitted by,

Adrian Hinojos
Secretary