

Approved Minutes of the Board of Trustees Meeting  
Schine Room, YMCA 7:30pm  
May 15, 2019

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

**Trustees Absent:** Susan Ross

Iain Bruce called the meeting to order at 7:42 pm.

Minutes from the April 29, 2019 meeting were reviewed. Iain made a motion to approve the minutes and Jocelyn Barandiaran seconded the motion. The motion was unanimously approved.

### **Building Committee Update**

Mark Laibe reported that the transformation construction project continues to be on time and on budget.

### **President's Report**

Iain introduced Michael Bud from Square Squared, to demonstrate the Tile Wall Digitization Project. Michael shared how the web site will work using a touch-screen — including the one to be installed outside the children's room at the Library — and on any mobile device. The web site is organized by years, searchable by timeline or keyword, and can also be navigated by donor names. Links can be added to other web sites and other materials. Discussion followed.

Iain noted that, as discussed with the Board on May 6, he, Bill, Ann Sheffer and Kathie Bennewitz had met with Marion Grebow, Dorothy Curran and Betty Lou Cummings on that date to discuss the future of the Tile Wall. The Library also issued a press release announcing the Digital Tile Wall, which was picked up by Dan Woog on his blog. Iain reported that the next morning, Bill and Iain spoke with Dan to provide more history. The following day, Dan posted an additional story based on an interview with Curran and

Cummings. While they praised the digitization project, they expressed their desire to have the wall physically displayed. Discussion followed. Ken Bernhard asked whether the Y's proposed upcoming expansion might have a home for it. Iain stated that all leads would be followed.

**Treasurer's Report: J. Cunitz**

Jonathan's report: no changes from prior period, still showing a small positive balance, which likely will be used before the end of the fiscal year.

With respect to the Transformation Project capital campaign, Jonathan reported that, with the very recent receipt of a significant new pledge, the capital campaign was now fully committed. The Board congratulated Bill, the development team, and Joe Pucci and Iain Bruce for their efforts in reaching this milestone. Preeti Davidson highlighted Barbara Durham's role in securing the most recent gift.

**Finance Report: R. Baris**

Russ Baris reported that the Finance Committee had been focused on assessment of the Audio Visual Studios equipment proposal, which would be discussed in detail later in the meeting.

**Development Committee: E. DiMiceli & A. Berkley**

Preeti Davidson began by thanking Barbara Durham for her work on the Transformation Project capital campaign. Emily then reported that the Development Committee would be working on the Development Budget and fundraising goals for the coming year, in conjunction with Bill and Preeti.

**Gov/Nom Committee: M. Mudd**

Maggie thanked Trustees for completing the Board and Executive Director surveys. 20 out of 20 responded on the Board survey, and 19 of 20 on the Executive Director survey. Iain said the responses provide some insight into ways we may improve our performance in the future, and he will provide summaries of the results at the June board meeting.

An Information Session was conducted for 6 applicants interested in Trustee positions on April 29. Seven candidates will take part in interviews on May 16, to be held jointly by Gov/Nom and the RTM's Library, Arts and Museum Committee. Maggie thanked Trustees for identifying suitable people in the community that they know and encouraging them to apply.

Maggie informed the Board that the Exhibits policy was being updated, including a proposed 20% fee payable to the Library upon the sale of any art sold while on exhibit at the Library. This fee is in keeping with nearby libraries, except for Greenwich Library, which charges 30 pct.

#### **Executive Director Report: B. Harmer**

Bill Harmer led a discussion of the proposed recording, video and post-production studios, touching on:

- How the studios align with the Library's Strategic Plan and reflect the next evolution of the Maker Space;
- Quality of equipment, including life expectancy, maintenance, and replacement and expected funding thereof;
- Nature, need for, and extent of the proposed consulting arrangements;
- Risk management implications: insurance under existing policy, and operating policies and procedures to be developed;
- Potential revenue model elements to be developed.

Andrew Wilk provided color on the quality of the proposed equipment, potential programming and other uses. Discussion followed.

Following the presentation and discussion, Iain solicited a motion to authorize the expenditure of up to an aggregate of \$609,000, to fund (1) the purchase and installation of equipment for the new video studio, audio recording studio, and post production studio, for an aggregate purchase price not to exceed \$482,000, and (2) a consulting services agreement with Mass Crush LLC, to provide the Library with expert advice in connection with developing the specifications for, and installation and testing of, the A/V Suite equipment, training for Library staff, and other related services, for aggregate fees not to exceed \$127,000; such funds to be sourced initially from one or more of the Library's reserve accounts, with such reserves to be replenished from fund raising or other revenue sources. Jocelyn Barandiaran made the motion, Andrew Wilk seconded it, and the motion was unanimously approved by the Board.

#### **Executive Session**

There being no further matters, Iain asked for a motion to enter Executive Session. Andrew Wilk made the motion which was seconded by Sivan Hong. The regular meeting adjourned and the Board went into Executive Session at 8:50 pm.

At 9:34pm, Russ Baris made a motion to end the Executive Session, which motion was seconded by Jocelyn Barandiaran and unanimously approved by the Board. There were no votes required to be taken with respect to the matters discussed in Executive Session. Iain

then solicited a motion to adjourn the meeting, which motion was made by Andrew Wilk, seconded by Sivan Hong, and unanimously approved by the Board, upon which the meeting was adjourned at 9:34pm.

Respectfully submitted by,

Adrian Hinojos  
Secretary