

**The Westport Library
Westport, Connecticut
Approved Minutes of the Governance and Nominations Committee Meeting
October 13, 2020
Zoom Call**

Members Present: Pat Wieser (Chair), Celeste LaCroix, Iain Bruce, Sivan Hong, Jeremy Price, Faye Schoenherr and Sheila Ward

Members Absent: Rob Haroun

Staff attending: Bill Harmer, Melanie Myers and Robin Powell

The meeting was called to order at 5:02 pm by Pat Wieser.

A motion to approve the September 8, 2020 minutes was presented by Pat Wieser. Jeremy Price made the motion to accept and Celeste LaCroix seconded the motion. The motion was unanimously approved.

Scott Bennewitz joined the meeting to present the Form 990 to the committee. The Form 990 is the annual report prepared by the auditors to be sent to the IRS. Due to an incorrect document having been circulated to the committee ahead of time, this was tabled until the November 10, 2020 meeting.

Pat then talked about the newly established mentoring program for new Board members, in both 2020 and 2019. Senior Board members have been paired with a new member as a means to help with navigating the Library and being on the Board. This was created due to feedback from the Year End surveys completed by the Board.

Iain then shared that Sivan Hong, will be relocating across the country with her family at the end of the current school year. For that reason, she felt it best to step aside from the Senior, VP position and allow someone else the opportunity to serve in that role. A decision was made that Jeremy Price will step into that role. A recommendation will be made to the full Board at the October 21st meeting. Pat made a motion to accept that Jeremy Price will serve as SVP for the remainder of the Fiscal Year, Celeste LaCroix seconded the motion and the motion was unanimously approved by the committee.

The remainder of the meeting was spent looking at four policies.

Bill and Melanie will revise the Posting, Unattended Children and Collection Development policies to present at next months meeting.

It was determined that the Role of Volunteer policy is more operational and thus a procedure, rather than a policy.

Pat has asked the Finance Committee to take a look at and revise the Investment Policy as needed and has asked the Emily and Andrea to revise the Development Policy, as needed.

With no further business, the meeting adjourned at 6:11 pm

Respectfully submitted,
Robin Powell