

**Approved Minutes of the Board of Trustees Meeting  
Zoom Conference Call & In Person, 6:00 pm – Recorded by Town of Westport  
June 16, 2021**

**Trustees Present:** Iain Bruce (presiding), Scott Bennewitz, Andrea Berkley, Jonathan Cunitz, Rob Haroun, Randy Herbertson, Sivan Hong, Fred Klein, Celeste LaCroix, Jenna Markowitz Jeremy Price, Stefano Pacifico, Krishna Patel, Barrie Rosen, Sheila Ward, Pat Wieser, Andrew Wilk

**Trustees Absent:** Meena Pellerin, Faye Schoenherr

**Guests:** Dick Lowenstein (RTM)

Iain Bruce called the meeting to order at 6:07 pm – Rules of Order were noted. Meetings will no longer be recorded by the Town as they are now in person.

Jeremy Price made a motion to enter Executive Session and Sivan Hong seconded the motion. The motion was unanimously approved.

At 6:29 pm Randy Herbertson made a motion to adjourn from Executive Session and Jeremy Price seconded the motion. The motion was unanimously approved. No votes were taken.

Regular session was called to order at 6:40 pm.

**President's Report: Iain Bruce**

Minutes of the May 19, 2021 meeting were reviewed. Pat Wieser made a motion to approve with one edit. Andrew Wilk seconded the motion and the motion was unanimously approved by the Board.

Iain thanked everyone for participating in and completing the Board surveys this year. Over the next few weeks, he'll collate and gather the info/results to share with the Board.

**Finance Report: S. Bennewitz**

Scott Bennewitz reported that the Finance Committee directed that any Operating Budget surplus at fiscal year-end be added to the General Reserve Fund, where it will be available, if needed, to offset future Operating Fund deficits.

Scott also reported that, based on continued strong fulfillment of capital campaign pledge commitments, there were sufficient funds available to authorize the payoff of the Transformation Project bridge loan.

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

For the first 11 months of the fiscal year, there is a current surplus of \$262,384 due to revenues above budget by \$10,203 and expenses below budget by \$252,181. The full year forecast indicates a surplus of \$ 223,073

from revenues exceeding budget by \$111,100 and expense savings of \$111,973. The major factors affecting the Library's financial performance this year have been vastly reduced revenue from development activities, savings from reduced part-time staffing hours and delayed hiring, and forgiveness of the PPP loan.

The balance of the First County Bank loan for the Transformation Project will be repaid in full in June, leaving a funding balance of \$209,174 by 2027 after all outstanding pledges have been paid. \$48,244 of the recent Capital Improvement Plan remains to be spent. The overall Transformation Project expenses are \$54,335 less than the approved project budget.

**Development Committee: Emily DiMiceli and Andrea Berkley**

Andrea reported that there will be a new type of fundraising event in the Fall focusing on engaging and garnering new and younger donors. It will be a social impact event, focusing on important issues of the time. It will be a luncheon with guest speakers Megan Twohey and Jodi Kantor.

She noted that solicitation lists will are being prepared to be sent out and she encouraged everyone to update/add/delete as needed.

Andrea then thanked Emily DiMiceli for her service and dedication to Board for the past 7 years. Her professionalism and leadership as chair of the Development committee was exemplary.

Emily thanked everyone and expressed her deep gratitude for be able to serve on such a fine Board.

**Gov/Nom Committee: P. Wieser**

Pat announced that the RTM approved both Jeremy Price and Andrew Wilk for a second term.

The Board then voted to waive the 15 day notification rule for announcement of recommended new members Anna Alemani and Dave Briggs. The vote was unanimous in favor of waiving the rule.

Pat then made a motion to elect Anna Alemani to a four year term and Dave Briggs to a two year term. Stefano Pacifico seconded the motion, and the motion was unanimously approved.

Pat then made a motion to approve second terms for Library appointed trustees Randy Herbertson and Celeste LaCroix. Emily DiMiceli seconded the motion. The motion was unanimously approved.

Next the Slate of Officers for FY 2021-2022 was presented to the Board:

- Jeremy Price – President
- Pat Wieser – Sr. VP
- Jonathan Cunitz – Treasurer
- Scott Bennewitz – Chair, Finance Committee
- Krishna Patel and Andrea Berkley – Co-Chairs, Development Committee
- Sheila Ward – Chair, Governance and Nominations Committee
- Barrie Rosen – Secretary

Iain Bruce made a motion to approve the Slate of Officers and Rob Haroun seconded the motion. The motion was unanimously approved.

Pat also thanked Faye Schoenherr for pulling the surveys together this year.

#### **Advocacy Committee: B. Rosen**

Barrie reported that the committee is currently in the process of scheduling a Fall Retreat for all Board members.

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

Bill welcomed Anna and Dave, the two new Board members.

Bill then thanked Emily for her tireless dedication and leadership on the Board. He commented on how she was one of the earliest supporters of the Transformation Project and thanked her for that continued support throughout.

He then thanked Fred Klein for his brief but impactful year serving on the Board and heading up the Advocacy Committee.

Finally, he thanked outgoing President Iain Bruce for not only his leadership, expertise, commitment, and deep dedication to the Board, but also for his friendship.

Iain will be serving his last year on the Board during this FY.

#### **New Business**

Iain took a few moments as outgoing Board President to thank his fellow Board members, Bill and his staff.

#### **Other Business**

There being no further business to come before the meeting, Iain entertained a motion to adjourn the meeting. A motion was made by Andrew Wilk, seconded by Celeste LaCroix and unanimously approved by the Board, and the meeting thereupon adjourned at 7:35 pm.

Respectfully submitted by,  
Andrea Berkley  
Secretary