

**Approved Minutes of the Board of Trustees Meeting
Board Room or Zoom - 7:00 pm
October 20, 2021**

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

Trustees Absent: Andrea Berkley, Meena Pellerin, Faye Schoenherr

Guests: Dick Lowenstein (RTM)

Jeremy Price called the meeting to order at 7:01 pm

Mission Moment: M. Parmelee

Mary gave a recap of the Summer Learning Clubs and the importance and value of them within the community and surrounding communities.

President's Report: J. Price

Minutes from the September 29, 2021, distributed prior to the meeting, were reviewed. Iain Bruce made a motion to approve the minutes as presented and Rob Haroun seconded the motion. The motion was unanimously approved by the Board.

Jeremy then announced that Faye Schoenherr has resigned her spot on the Board for personal reasons.

He then discussed the offsite retreat held this past Saturday via Zoom and explained that the two main purposes of the retreat were to reconnect as Board members and to design ways in which everyone can be better advocates of the Library.

He then shared that Robin will be setting up "coffee talks" with 3 – 5 Board members at a time and Bill, to get to know each other on a more personal level.

Finance Report: S. Bennewitz

Scott reported that the committee met Tuesday afternoon, October 19th.

He then recommended that the Audited Financial Statement, previously circulated, be reviewed, including the footnotes.

The committee also reviewed the Development Plan and the Form 990.

The committee is looking at the current financial outlook to begin Budget planning process in November. Scott asked that if anyone is interested in participating in the process to please reach out to him.

Treasurer's Report: J. Cunitz

Jonathan reported that YTD revenues are higher than expected and expenses are lower than expected, due in part to delayed hiring for open positions and decrease in supplies and materials

The forecast is showing a deficit of \$170,004. An increase in the Town's medical premiums is responsible for a portion of the deficit. Natasha reported that a special appropriation would be submitted to the town if the deficit is unmanageable.

Development Committee: K. Patel

Krishna reminded everyone that she sent an email today including several upcoming events at the Library and asked everyone to share with family and friends.

Nancy Klein then reported on the successful launch of The Exchange. 100 people attended in person and the event raised approximately \$22,000. She thanked the dedicated committee and Board members for their help.

Nancy also reported that the Annual Appeal is running slightly ahead of last year at this time. Another mailing will go out in a few weeks.

Gov/Nom Committee: S. Ward

Sheila reported that with Faye's resignation, a space opened up on the committee. Pat Wieser has agreed to join the committee for the time being. Sheila asked that if anyone is interested in joining the committee to please reach out to her.

She also reported that the Privacy Policy has been revised by Melanie, but due to a quorum not being present at the last meeting, a vote to approve couldn't be taken. It will be presented to the Board next month.

Advocacy Task Force: B. Rosen

Barrie reported that the primary focus at the moment is completing the nomination form IMLS medal. Bill and a team of Board members and Staff have been working diligently on the narrative. Due date is November 1, 2021.

Executive Director Report: B. Harmer

Bill asked if there were any questions or comments regarding his Director's Report PowerPoint sent out prior to the meeting.

He then shared that the Columbus Day Book Sale was the most successful since the beginning of the pandemic. The Forum is an excellent venue for it and this time it expanded with Brooks Place serving as the Children's Books section. He thanked Melanie Myers for her dedication having spent the entire weekend helping and being the point person.

New Business

None

Other Business

There being no further business to come before the meeting, Jeremy entertained a motion to adjourn the meeting and enter into Executive Session. A motion was made by Andrew Wilk, seconded by Celeste LaCroix and unanimously approved by the Board, and the meeting thereupon adjourned at 8:01 pm.

Executive Session

Executive session was called to order at 8:10 PM

There were no votes taken in Executive Session.

A motion to adjourn from Executive Session was made by Pat Wieser and seconded by Andrew Wilk, and was unanimously approved by the Board. The meeting thereupon adjourned at 8:19 pm.

Respectfully submitted by,

Barrie Rosen
Secretary