

**Approved Minutes of the Board of Trustees Meeting
Board Room or Zoom - 7:00 pm
November 17, 2021**

Trustees Present: Jeremy Price (presiding), Scott Bennewitz, Andrea Berkley, Iain Bruce, Jonathan Cunitz, Rob Haroun, Randy Herbertson, Celeste LaCroix, Barrie Rosen, Krishna Patel, Meena Pellerin, Pat Wieser, Sheila Ward,

Trustees Absent: Anna Alemani, Dave Briggs, Sivan Hong, Jenna Markowitz, Stefano Pacifico, Andrew Wilk

Guests: None

Jeremy Price called the meeting to order at 7:05 pm

President's Report: J. Price

Minutes from the October 20, 2021, distributed prior to the meeting, were reviewed. Iain Bruce made a motion to approve the minutes as presented and Jonathan Cunitz seconded the motion. The motion was unanimously approved by the Board.

Jeremy then announced that the monthly meetings will be in person, rather than Zoom, beginning in January. He encouraged everyone that is able to, to attend in person. He also encouraged everyone to attend at least one program per month in person or at the very least online.

Jeremy reported that in the Board retreat 5 action items surfaced and that Pat Wieser will follow up with team members.

Finance Report: S. Bennewitz

Scott thanked the Development Committee for working through and setting fundraising goals for 2022 with the Finance Committee.

During the recent meeting the committee also reviewed the Form 990, and noted that it would be sent to Sheila Ward to present to the Gov/Nom Committee for review. Once the Gov/Nom committee has approved, it will be submitted to the IRS and shared with the Board.

Next, Scott reported that the Budget season has kicked off and that Bill has shared some of his planning assumptions with the committee. He also asked that if anyone is interested in participating in the budget process, to contact him.

Finally, Scott reported that the Investment Committee met on October 28th to review the first fiscal quarter's performance. A dashboard graphic which had been previously distributed was discussed.

The Investment Committee recommended not altering any of the current allocation targets.

Treasurer's Report: J. Cunitz

Jonathan reported that report is similar to last month, with one exception: The YTD revenues are below what had been budgeted by \$143,739 due in large part to a Development Fund transfer being delayed by one month.

On the expense side he reported that quite a bit was saved due to vacant positions. He noted that expenses have the potential to increase due to increased recruiting expenses and potentially higher salaries.

The forecast for the fiscal year: Actual expenses are at 26.1% of the annual expense forecasted number at 33% of the year.

Development Committee: A. Berkley

Andrea thanked Jenna Markowitz for her work with the Development Committee, announcing that she will be moving over to the Gov/Nom Committee to fill the seat vacated by Faye Schoenherr's resignation.

She then reported that the Annual Appeal is tracking slightly ahead of last year at this time. The next mailing will go out right after Thanksgiving.

Nancy then shared that the Tuesday after Thanksgiving is Giving Tuesday and this year the focus of the fundraiser will be Camp Explore. A very generous donor has offered to match the dollar amount raised.

Gov/Nom Committee: S. Ward

Sheila welcomed Jenna to the committee.

She also reported that the committee will begin working on the Development Policy very soon.

The committee also decided it would be best to fill the seat created by the resignation of Faye during the yearly trustee recruitment time frame which will begin at the end of March. She asked members to begin thinking about and reaching out to potential candidates.

Finally, the committee reviewed the Privacy Policy, which will be vetted by an attorney. It will be presented to the full Board for a vote in either December or January.

Advocacy Task Force: B. Rosen

Barrie thanked Bill and everyone that worked on the IMLS nomination and the letters of support.

She encouraged everyone to read it.

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 talked about the current staffing issues and open positions.

He reported that the mask mandate had been lifted for the Town and that the Library followed suit, except for the children's library which still requires that anyone over the age of two be masked.

Upcoming notable programs: Stamford Symphony – Sunday, November 21

Marcus Samuelsson – December 2

Len Fisher Exhibit is up throughout the Library until mid-January.

New Business

None

Other Business

There being no further business to come before the meeting, Jeremy entertained a motion to adjourn the meeting. A motion was made by Sheila Ward, seconded by Iain Bruce and unanimously approved by the Board, and the meeting thereupon adjourned at 7:40 pm.

Respectfully submitted by,

Barrie Rosen
Secretary