

**Approved Minutes of the Board of Trustees Meeting
Zoom or Board Room - 7:00 pm
September 21, 2022**

Trustees Present: Jeremy Price (presiding), Anna Alemanni, Melissa Banks, Scott Bennewitz, Andrea Berkley, Dave Briggs, Ben Chan, Randy Herbertson, Celeste LaCroix, Jenna Markowitz, Stefano Pacifico, Meena Pellerin, Barrie Rosen, Sheila Ward, Andrew Wilk, Pat Wieser, Andrew Wilk, Peter Zackowich

Trustees Absent: Rob Haroun, Jay Norris, Krishna Patel

Guests: None

Jeremy Price called the meeting to order at 7:04 pm

President's Report: J. Price

The minutes from July 20, 2022 meeting, previously circulated were reviewed. Sheila Ward made a motion to accept the minutes and Stefano Pacifico seconded the motion. The motion was unanimously approved by the Board.

Bill welcomed and introduced Agata Slattery, the new Director of Development.

Jeremy then thanked everyone who participated and completed the Board surveys and thanked Meena for all her work on revising the documents and gathering the results. Jeremy will meet with Bill in the upcoming weeks to discuss results of the Executive Director survey and discuss Bill's goals for the upcoming year.

Each committee will also be meeting to discuss results and action items required.

Jeremy also noted that the Library has had several interesting programs with many more in the upcoming months and again encouraged everyone to attend at least one per month.

Finance Committee: S. Bennewitz

Scott reported that the Finance Committee met with the Library's accounting firm, Whittlesey, who presented their results and insight from the annual audit. They offered an "Unqualified Opinion", indicating that there were no issues with Library practices and procedures.

Audited financial statements and 990 form were presented to the committee; The Finance Committee will review the documents, follow up on any questions, and anticipate forwarding in October to Gov Nom Committee for their action. Form 990 is due to IRS by November 15, 2022, and a filing extension is available, if needed.

Treasurer's Report: A. Alemani

Anna reported that the documents previously circulated had been formatted a bit differently than in the past.

Her report indicated that revenues were in line with budget and that expenses were slightly below budget, resulting in a slight surplus.

There was no change in the forecast which will moving forward only be presented on a quarterly basis.

She also reported that the retail store and cafe were in line with the budget.

Gov/Nom Committee: S. Ward

Sheila reported that the Board surveys had been circulated and returned and that results are being evaluated by individual committees.

She also reported that the Gift Acceptance Policy is still under review and that likely it will be presented to the Board at the October meeting.

Development Committee: A. Berkley

Andrea reported that the Annual Appeal is in full swing and that the messaging will be slightly different this year in order to increase community participation. One of the changes is that the Library website will have a page solely dedicated to the Appeal.

Agata passed out contact lists to Board members and she and Andrea indicated that November 10 and 11 the group can get together at the Library for signing the letters in the Board Room.

A "Match" from a donor is also being considered at the moment.

Andrea encouraged every Board member to make a pledge so that there is 100% Board participation to share with the community as a means of support for the Library and the appeal.

For Giving Tuesday, the committee is also looking at a "Match".

Finally, she shared that the Book Shop will be hosting a tour of their space on October 1 for any board member that would like to participate.

The fall Book sale is scheduled for Nov 9 - 14 and the spring sale from May 3 - 8. Everyone is encouraged to sign up to volunteer for these fun events which support the Library's programming needs.

Executive Director Report: B. Hammer

Bill reviewed his ED report which was circulated prior to the meeting. Some highlights are: Summer attendance is up 62% from last year and daily attendance is up substantially, as well.

The Library was nominated by Congressman Jim Hines once again for the MLS award.

This week is Banned Books week. Thanks to the board members who took time out to come and be filmed reading passages from their favorite banned book.

Rubik's Cube event was a huge success, more so than anyone could have imagined.

Gubernatorial talks were last week with Stefanowski and Gov. Lamont.

StoryFest 5 was solidly attended both days.

First grade visits this week resumed and a request was made for 2nd and third graders to get the opportunity because they missed it due to COVID.

SCORE is hosting an entrepreneur workshop with the end result being that one of the participants will win \$5000 for their business plan.

Coming up, Andrew Wilk Presents on October 6.

New Business

EJ gave Marketing Update which included metric for Social Media and an overhaul of the Library YouTube page.

Other Business

There being no further business to come before the meeting, Jeremy entertained a motion to adjourn the meeting to Executive Session at 8:10 pm.

At 8:11 pm, the Board entered into Executive Session. No votes were taken. At 9:04 Randy Herbertson made a motion to adjourn and Stefano Pacifico seconded the motion. The motion was unanimously approved, and Executive Session ended at 9:05.

Respectfully submitted by,

Barrie Rosen, Secretary