

Approved Minutes of the Board of Trustees Meeting
Board Room - 7:00 pm
September 20, 2023

Trustees Present: Barrie Rosen, (presiding), Anna Alemani, Melissa Banks, Scott Bennewitz, Andrea Berkley, Bob Boroujerdi, Dave Briggs, Ben Chan, Randy Herbertson, Celeste LaCroix, Krishna Patel, Barrie Rosen, Martina Sze, Mark Silverstein, Andrew Wilk, Peter Zakowich

Trustees Absent: Jay Norris, Stefano Pacifico, Sheila Ward, Pat Wieser

Guests: Kristin Mott (Did not attend Executive Session)

Executive Session:

Barrie called Executive Session to order at 6:35 p.m.

No votes were taken.

Randy moved to close Executive Session and Melissa Banks seconded. Executive Session ended at 6:55 p.m.

Barrie called the meeting to order at 7:05 p.m.

Mission Moment:

Bill introduced Travis Bell, Audio Engineer for Verso Studios. Travis gave the group an overview of his responsibilities and achievements to date.

Some of the highlights are:

1. Audio books being recorded with Simon & Shuster and Penguin approving Verso as a vendor for production.
2. Podcast users of all ages
3. Community and professional usage is seeing an uptake.

President's Report: B. Rosen

Minutes from the July meeting, previously distributed were reviewed. Randy made a motion to approve them and Melissa seconded the motion. The motion was unanimously approved by the Board.

Barrie discussed setting Board Goals for FY 2023/24 and Board engagement and what that looks like.

She also encouraged members to attend at least one program per month at the Library as a means of support and advocacy.

Finance Committee: S. Bennewitz

Scott reported that Form 990 and the Audited Financial Statements have been received from the auditors and that the auditors returned them with an "unmodified opinion" (the highest level). The audit went very smoothly and Scott thanked Meryl. The documents will be reviewed by the Governance and Nominations committee for approval and will then be submitted to the IRS by November 15, 2023.

Scott then gave an update on the medical plan and recent increases. He noted that the Library and Finance team met with Gary Conrad and examined options to lower costs. An analysis indicated that there is no financial benefit at this time to changing plans. Mr. Conrad is exploring options to reduce the Library's downside risk.

Treasurer's Report: M. Kaplan

Meryl reported that changes from last month are minimal. A full, quarterly report will be presented at next month's meeting by Peter.

Governance & Nominations Committee: M. Banks

Melissa reported that Board surveys have been completed and that committees have each received feedback pertaining specifically to each.

Development Committee: K. Patel

Krishna reported that the Annual Appeal letters have been written and will be sent out in a couple of weeks.

In person note signing will be October 5, 6, 10 & 11. All day at the Library.

The goal this year is to raise \$290,000 and increase the number of donors.

The donor reception party will be September 28, from 7 – 8:30 p.m. in the Forum.

Finally, everyone was encouraged to sign up to volunteer at the winter Book Sale which takes place from Dec. 1 – 4.

Executive Director Report: B. Harmer

Bill reviewed highlights from his report which was previously distributed to the Board.

New Business**Other Business**

There being no further business to come before the meeting, Andrew Wilk entertained a motion to adjourn and Celeste LaCroix seconded the motion. The motion was unanimously approved. The meeting ended at 8:01 p.m.

Respectfully submitted by,

Melissa Banks
Secretary