

Approved Minutes of the Board of Trustees Meeting  
Board Room - 7:00 pm  
October 18, 2023

**Trustees Present:** Barrie Rosen, (presiding), Melissa Banks, Scott Bennewitz, Andrea Berkley, Bob Boroujerdi, Dave Briggs, Ben Chan, Randy Herbertson, Celeste LaCroix, Jay Norris, Krishna Patel, Jeremy Price, Barrie Rosen, Martina Sze, Mark Silverstein, Sheila Ward, Pat Wieser, Andrew Wilk

**Trustees Absent:** Anna Alemani, Stefano Pacifico, Peter Zakowich

**Guests:** None

The meeting was called to order by Barrie at 7:03 p.m.

**Mission Moment:**

Bill introduced Alex Giannini, Associate Director of Programming. Alex shared details of the upcoming 6<sup>th</sup> annual StoryFest and that Neil Gaiman is the keynote speaker. He gave a rundown of the weekend-long events and invited everyone to participate.

**President's Report: B. Rosen**

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

Barrie then thanked the development team for organizing the Donor Reception party. There was a good turnout and many of the guests expressed their gratitude.

She also thanked everyone for participating in the Annual Appeal letter signing last week at the Library.

Finally, she informed the members that the upcoming United Nations event had been postponed due to recent developments in the Middle East.

**Finance Committee: S. Bennewitz**

Scott reported that the Finance Committee had met yesterday.

They reviewed the budget timeline calendar. Next week will be the start of the budget process which involves a meeting with the Town to determine initial expectations.

**Treasurer's Report: M. Kaplan**

Meryl reported that revenues are ahead of budget. The café in particular is doing very well and has exceeded expectations. Income from meeting room rentals and book fines is also up.

She reported that the Library has renewed its contract with Colonial Greens for storage space for 5 years.

Finally, she announced that her assistant, Patty DiBartolomeo, will be retiring at the end of the year.

**Governance & Nominations Committee: S. Ward**

Sheila reported that Scott B had attended the recent Gov/Nom meeting and reviewed in depth the Form 990. A couple of questions arose and Scott will re-review at the next meeting.

One of the upcoming areas of focus for the committee will be revamping the New Trustee Candidate Selection process.

Finally, Sheila presented a request from the State Library requiring Libraries to insert language into the Development Collection Policy regarding not censoring books.

There was a discussion regarding our policy which was recently updated in 2021, the language it currently contains and whether it is sufficient for the state.

It was decided that the Gov/Nom committee would take a closer look at the Library's current policy and hold a meeting with the full board at a later date to vote on approved language.

**Development Committee: A. Berkley**

Andrea also thanked the group for participating in the Annual Appeal letter signing last week at the Library. Several acquisition letter commitments have already come back. The committee will monitor and compile data on responses for each type of letter that went out. Final touches are being evaluated regarding the Giving Society initiative. The intent is to get out a communication at the beginning of November.

Finally, the Annual Report has almost been completed. It will again be digital in nature and included within will be interactive testimonials from patrons. It is scheduled to go out the second week of November.

The committee will also be looking into providing a workshop focusing on fundraising due to responses from the Board survey and the desire to acquire a skillset from the Board in this area.

**Executive Director Report: B. Harmer**

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

**New Business**

None

**Other Business**

There being no further business to come before the meeting, Andrew Wilk entertained a motion to adjourn and Pat Wieser seconded the motion. The motion was unanimously approved. The meeting ended at 8:03 p.m.

Respectfully submitted by,

Melissa Banks  
Secretary