

**The Westport Library
Approved Minutes of the Governance and Nominations Committee Meeting
October 3, 2023, 10:15 a.m.
Zoom Call**

Members Present: Sheila Ward (Chair), Melissa Banks, Scott Bennewitz, Barrie Rosen, Jeremy Price, Pat Wieser

Members Absent: Martina Sze

Staff attending: Melanie Myers, Robin Powell

The meeting was called to order at 10:18 by Sheila Ward

Scott Bennewitz joined the meeting to review the Form 990 with the committee. The Finance Committee has reviewed and approved the document to be submitted to the IRS. During the review, a discrepancy was noted. Scott, Melanie and Sheila will follow up with corrections. The Form will be revised and reviewed again and voted on for approval at next month's meeting.

Succession Plan

Discussion on this was tabled until next month to give committee members more time to review the document. Sheila will mail out a copy of Jenna Markowitz's original document for comparison.

FOIA

Melanie reported that the case is still pending.

Board Surveys

Melissa will reach out to the committees that have not submitted feedback.

New Business

Goals/Key tasks for FY 23/24 for the committee were discussed. The trustee recruitment process will be reviewed and refined during the December meeting and the By-laws will be looked at with possible changes to be made in the new year.

With no further business, Sheila made a motion to adjourn, and Melissa seconded the motion. The motion was unanimously approved. The meeting adjourned at 11:16 a.m.

**The
Westport
Library...**

Respectfully submitted,
Robin Powell