

Approved Minutes of the Board of Trustees Meeting  
Board Room and Zoom - 7:00 pm  
January 17, 2024

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

**Trustees Absent:** Barrie Rosen, Peter Zakowich

**Guests:** Dick Lowenstein

The meeting was called to order by Pat at 7:05 p.m.

**Mission Moment:**

Bill introduced Tarin Evens, who is the Career Counselor Coordinator. Tarin gave an overview of the people she has been working with and the community agencies that are making referrals for her services. She noted that there are many entrepreneurs in the group and that networking is instrumental in ensuring employment.

**President's Report: P. Wieser**

The minutes from the December meeting, which had been previously distributed were questioned by Celeste who had a question about whether the expenses incurred due to FOIA were able to be recovered from the plaintiff. After discussion, Pat made a motion to accept the December minutes. The motion was unanimously approved.

Pat commended Bill and his Team on a powerfully moving MLK event. Dr. Jones mesmerized the audience and it was an honor to have a national hero at the Library. The event was one of the highest attended programs in Library history and the attendees were from very diverse backgrounds.

Pat mentioned the upcoming Brubeck Brothers concert and thanked Sheila, Anna, and Stefano for leading the charge to market the event which is a benefit concert for the Library.

Finally, Pat shared that ex-Board member Rob Haroun and his wife Julie have made a generous donation pledge of \$200,000 to the Library which will be used to beautify, relandscape the Library exterior grounds and maintain them for 4 years and redo the Storywalk around the Levitt Pavilion. Randy noted that the Town has plans to revitalize surrounding grounds and to check with them regarding their plans so that one does not overlap the other.

There was a discussion on the agreement with minor amendments to the language. Changes were made and Pat made a motion to accept the resolution for this Pledge Agreement, it was seconded by Randy Herbertson and unanimously approved by the Board.

#### **Finance Committee: S. Bennewitz**

Scott reported that the Budget Committee met yesterday and that a great deal of work has been done to create a balanced budget. Numbers are close to being finalized.

The next step is creating the Narrative to go along with the budget which Bill is currently working on.

January 29<sup>th</sup> there will be a special BOT meeting to present and vote on the Budget.

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

Meryl reported that revenues are on target, primarily driven by higher-than-expected Cafe & Retail sales.

Expenses are running slightly higher than expected due to an increase in spending on Café goods due to higher sales. Another contributor to higher expenses is larger than expected legal expenses, mostly related to FOIA.

The library also continues to have a robust programming calendar, which is also a contributor to higher expenses.

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

Sheila reported that the committee met and revised the timeline for this year's Trustee Recruitment. A meeting with Kristin Mott, Chair of the RTM/LMA is scheduled for February 12. She also shared that the committee is drafting a Whistleblower Policy that will be shared with the Board next month. The intent is for it to become a part of the employee handbook.

#### **Development Committee: A. Berkley**

Andrea reported that the Annual Appeal has received gifts from 588 donors totaling \$273,982.

The A & B letters are tracking equally at this point. Agata and Emily will compile data to be reviewed and evaluated to reflect on demographics to help with future strategizing.

The Planned Giving ask will be going out only to high-level giving prospects in the Library's donor pool.

Finally, February 14 will be a one-day giving campaign called Love Your Library and proceeds will funnel into the Annual Appeal.

#### **Executive Director Report: B. Harmer**

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

**New Business**

None

**Other Business**

There was a brief discussion about programming during finals week and how to better accommodate the students.

There being no further business to come before the meeting, Andrew Wilk entertained a motion to adjourn and Melissa Banks seconded the motion. The motion was unanimously approved. The meeting ended at 8:23 p.m.

Respectfully submitted by,

Melissa Banks  
Secretary