

**The Westport Library
Approved Minutes of the Governance and Nominations Committee Meeting
January 6, 2026 @ 10:00 am
Zoom Call**

Members Present: Martina Sze (Chair), Pat Wieser, Krishna Patel, Bruce Gaylord, Jermy Price, and Bob Boroujerdi

Staff attending: Sally Presutto and Melanie Myers

The meeting was called to order at 10:07 am by Martina Sze

A motion to approve the minutes from the November meeting, previously distributed, was made by Martina, and seconded by Krishna P. Jeremy P. abstained.

Policy Review

- Whistleblower Policy
 - Melanie M to reach out to our Attorney Courtney George to be the conduit.
 - Bob B. recommended there should be training for the Board.
 - Auditors were fine with current policy,
 - Procedures need to be implemented. Who should employees contact Board President and/or Heat of Governance and Nominations Committee?
 - Once this is decided. Melanie M will send out an All Staff memo with policy procedure.
 - Melanie M to make changes to the Library Gift policy suggested by the Development Committee.
 - Sponsorship policy is strong – Donor information to remain confidential.
- M. Sze will distribute copies of Library's Employee Handbook to GOV/NOM Committee members.

Bylaws Review Update:

- By-law review – Bruce G and Krishna P are working on core structural changes and key points at this time.
 - The possibly of implementing a nepotism clause being added to the By Laws was discussed.
- Board Member Replacement timeline was reviewed.
 - Bruce G to evaluate term limits, vacancies, committees' terms as well.

Trustee Recruitment Update

- Draft Timeline and Action Plan sent to committee for review.
- Job posting should be ready to post by February 16th. Library website, Town Hall, Dan Woog, Marketing.
 - Discussion of commitment to be addressed with prospective board candidates to be added to the set of questions sent to candidates.

Meeting adjourned at: 11:00 AM.
Respectfully submitted,
Sally Presutto for Martina Sze