

BOARD OF TRUSTEES MEETING
James Blackstone Memorial Library
Wednesday, February 7, 6:00 p.m.

Trustees (Present): Maryann Amore, Sandra Baldwin, Norman Dahl, Polly Fitz, David Henderson, Matt Hughes, Ed Kirk, Beth Law, Rick Mahoney, Robin Sandler, Frank Twohill, Gina Wells

Trustees (Absent): Keira Cervoni, Jan Day, Andy McKirdy

Staff: Karen Jensen, Director; Katy McNicol, Development and Outreach Associate Librarian; Gennett Grinnell, Technical Services Supervisor

Robin Sandler called the meeting to order at 6 p.m.

AGENDA

- 1.) **Public Comments:** none
- 2.) **Additions to the Agenda:** none
- 3.) **Approval of Minutes (January)—action:** David Henderson made a motion to approve the minutes. Maryann Amore seconded the motion. The motion was passed.
- 4.) **Director’s Report:** Karen Jensen reviewed highlights of the renovation plan discussed in the report. Carly Lemire will return from maternity leave on March 5. Due to a recent “stalking” incident, Karen asked Officer Michael O’Connor from the Branford Police Department to come Wednesday morning at 8 a.m. to give staff a presentation on personal safety.
- 5.) **Treasurer’s Report:** Rick Mahoney reviewed the first six months of the current budget.
- 6.) **Committee Reports—only as required:**

Finance Committee—

FY 2018-2019 Budget Request—action: Rick presented the proposed budget to the board. After discussion, Norman Dahl moved to approve the budget. David seconded. The motion was passed.

Development Committee—

Spring Fundraiser: The Committee will meet directly after the board meeting to discuss finding a suitable location for their May fundraising event.

Capital Campaign Committee—

Review of January 28 event: Robin thanked everyone for their participation. Two possible funding opportunities were discussed.

Need to identify additional prospects: A March Pizza and Beer event at the Stony Creek Brewery is being planned to raise money for the renovation fund. Each board member is asked to sell at least 10 tickets for the event. Board members hope to identify more potential donors.

Renovation Planning—

Review of February 2 Project Team meeting: The project will go before the State Bonding Commission on February 23 in order to approve the grant. Once this is complete, the process can begin. Karen distributed a milestone schedule for the renovation as well as an outside plan showing how the back parking lot will be used during the renovation.

7.) Device & Equipment Policy—action: Karen reviewed the loaning policy for the equipment and devices we now offer for circulation. With a small change in wording established, Polly Fitz made a motion to approve the policy. Ed Kirk seconded the motion. The motion passed.

8.) Next regular meeting—March 7, 2018—Blackstone Library Auditorium

The meeting was adjourned at 7:20 p.m.