

BOARD OF TRUSTEES MEETING
James Blackstone Memorial Library
Wednesday, July 12, 2017, 6 p.m.

Trustees (Present): Sandra Baldwin, Polly Fitz, Matt Hughes, Ed Kirk, Beth Law, Rick Mahoney, Andy McKirdy, Frank Twohill

Trustees (Absent): Keira Cervoni, Norman Dahl, Jan Day, David Henderson, Robin Sandler, Gina Wells

Guests: Roz Jones

Staff: Karen Jensen, Director; Katy Dillman, Development Librarian; Gennett Grinnell, Technical Services Librarian

Andy McKirdy called the meeting to order at 6 p.m.

AGENDA

- 1.) Public Comments:** Roz Jones, who is interested in becoming an ambassador, was introduced to the Board by Sandra Baldwin.
- 2.) Additions to the agenda:** none
- 3.) Approval of Minutes (June)—action:** Sandra made a motion to approve the minutes. Polly Fitz seconded. The motion was passed.
- 4.) Director's Report:** The library elevator has been out of order for three weeks, while Schindler sources the part they need to repair it. Fiber Internet has been installed, and response time has been greatly increased. In order to qualify for the e-rate discount for the monthly costs, we have filtered access in compliance with the Children's Internet Protection Act. The library will install SOPHOS anti-virus software. Library staff can override the filter if necessary. The library has raised \$49,500 in donations that are eligible to be matched by the Branford Community Foundation. Staff are motivated to increase their technology skills in anticipation of the renovation.
- 5.) Treasurer's Report:** The Operating budget is slightly under budget, and investments are doing well. The auditors will be coming on August 15, and it is hoped that their report will be ready for the September meeting. In order to pay Capital Campaign expenses, \$17,500 will be transferred from the Capital Reserve Fund to the Operating budget.
- 6.) Committee Reports—only as required:**
 - Finance Committee—**
 - Health Insurance increase:** Insurance costs will increase by 30%, while the library has budgeted 7.5%. The Committee will present a budget amendment to the Board at the September meeting.
 - Capital Campaign Committee—**
 - Recap of previous month's events:** The public information sessions and tours have received uniformly positive responses. The Garden Club dedication ceremony and library tour was also successful. Some donations and naming commitments were received at the Pine Orchard Club event on July 9.
 - Status of Capital Campaign Contributions:** In anticipation of donations coming from other sources, the library hopes to raise a total of \$470,000 toward the goal of \$800,000. The Committee will identify donors to close the gap.

Approval of Naming Opportunities:

Lower Stairway Gallery—Andrew & Bonnie McKirdy

Local History Room—Barbara & Patrick J. Molloy

Exterior Bench—Anthony and Eunice Lasala

Rick Mahoney made a motion to approve the naming opportunities. The motion was seconded by Sandra and Polly. The motion was passed.

- 7.) Endorsement of Main Street Gateway Project:** The project will provide better safety and traffic control for both pedestrians and motorists. By making Laurel Street one-way, diagonal parking will be added and will create 20 new parking spaces that can be used by library patrons. Andy reviewed the Blackstone Statement of Support for the project. Polly moved to approve the statement, and Sandra seconded. The motion passed. The statement will be read at the public hearing for the project on July 13, at 7 p.m. at the Firehouse.
- 8.) Annual Conflict of Interest Disclosures:** Karen Jensen asked members to complete the forms and return them to her.
- 9.) Next regular meeting—September 6, 2017—Blackstone Library Auditorium**

The meeting was adjourned at 6:47 p.m.