

James Blackstone Memorial Library  
BOARD OF TRUSTEES MEETING  
Wednesday, November 7, 2018, 6 p.m.

**Trustees (Present):** Sandra Baldwin, Keira Cervoni, Norman Dahl, Jan Day, Polly Fitz, David Henderson, Matt Hughes, Beth Law, Patricia Sanders, Robin Sandler, Frank Twohill

**Trustees (Absent):** Maryann Amore, Liz Ferguson, Ed Kirk, Rick Mahoney, Gina Wells

**Guest:** Hatsie Mahoney, Friends of the Blackstone Library representative

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

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 (October)—action:** After review, Sandra Baldwin made a motion to approve the minutes. Norman Dahl seconded. The motion was passed.

4) **Director's Report:** Karen Jensen thanked the board for helping to make the *Evening with the Spirits* a success. She also thanked Pat Sanders and Robin Sandler for attending the Association of Connecticut Library Boards Leadership Conference at the University of Hartford on November 2. New library activities include a two-part open sewing class in November as well as the formation of a Lock Picking Club! Karen also thanked the Friends for dressing up for Halloween to give out candy to the kids in front of the library. David Henderson shared a book called **Connecticut Architecture: Stories of 100 Places**, which includes the Blackstone Library!

5) **Treasurer's Report:** Revenue is as planned, expenses are slightly higher, but all is working as it should. The numbers in the report don't include the proceeds from the *Evening with the Spirits* fundraiser. The final withdrawal of \$60,000 from investments for the Capital Campaign has been made.

6) **Committee Reports—only as required**

**Project Planning Committee—**

- **Project Update:** The architect has sent the Guaranteed Maximum Price report for the renovation project to the Town for approval.
- **Groundbreaking:** Karen is looking into dates for the groundbreaking ceremony sometime after Thanksgiving into the first week in December. Robin noted that it will be the third groundbreaking ceremony in the library's history.

**Development Committee—**

- **Evening with the Spirits:** The event was a great success, earning a profit of \$8,996! Beth Law thanked the board for their support and hard work. There were 160 attendees, and everyone had a good time.
- **End of Year Appeal:** Katy McNicol distributed copies of the year end appeal letter which will be mailed out at the end of November. Board members were asked to sign appeal letters before mailing. Any comments concerning the appeal can be e-mailed to Katy by November 9.

**Capital Campaign Committee—**

- **Community Foundation for Greater New Haven Grant:** The library has gratefully received a \$75,000 grant from the Foundation, which will be paid in installments over three years. Although the grant has put the library over its goal of \$800,000, it was decided to continue to raise funds for the project.
- **Raffle Tickets Sales:** 175 tickets have been sold.

**Governance Committee—committee participation:** Board members were asked to serve on at least one committee during their tenure. After Sandra reviewed the current membership, Keira Cervoni joined the Development Committee.

**7) Friends of JBML Holiday Basket Sale:** The Friends Holiday basket sale will begin on December 6 from 5-8 p.m. The first day will be part of the *Sip, Shop & Stroll* town-wide event. Baskets will also be available for purchase on Saturday and Sunday. Hatsie Mahoney encouraged members to donate items to fill baskets, suggesting themes that have sold well in the past. Donations can be dropped off at the main Circulation desk. The donation deadline is November 30. If there are questions, members can contact Pam Roy or Barbara Barrett.

**8) Next regular meeting—December 5, 2018—Blackstone Library Auditorium**

The meeting was adjourned at 6:45 p.m.