

**BOARD OF TRUSTEES REGULAR MEETING**  
**James Blackstone Memorial Library**  
**Wednesday, April 5, 2017**  
**6 p.m.**

**Trustees (Present):** Sandra Baldwin, Norman Dahl, Jan Day, Polly Fitz, David Henderson, Ed Kirk, Beth Law, Andy McKirdy, Robin Sandler, Frank Twohill, Gina Wells

**Trustees (Absent):** Keira Cervoni, Rick Mahoney, Tom Perrone

**Guests:** Matt Hughes, Ambassador; Hatsie Mahoney, President of the Friends of the Blackstone Library

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

Andy McKirdy called the meeting to order at 6:07 p.m.

**AGENDA**

- 1.) **Public Comments:** none
- 2.) **Additions to the agenda:** Sandra Baldwin will give an update on the Branford Education Hall of Fame dinner
- 3.) **Approval of Minutes (March)—action:** David Henderson made a motion to approve the minutes. Sandra seconded. The motion was passed.
- 4.) **Director's Report:** Topics included the Branford Community Foundation matching grant; staff input revising the floor plans for the renovation; and the success of the photo-essay exhibit called Welcoming Branford. A reception to celebrate the exhibit is scheduled for Wednesday, April 19 at 6 p.m.
- 5.) **Treasurer's Report:** So far, expenditures are less than the operating budget, the investments are doing well.
- 6.) **Committee Reports—only as required**
  - Finance Committee—**
    - Report on Budget Hearings:** Robin Sandler and Karen presented the library budget to the Board of Finance and to the Education Committee on the RTM. The presentations were well received. The RTM vote will be on May 9.
  - Building Committee—**
    - Report on progress of renovation**
      - Design updates from 4/3 meeting:** Karen reviewed the revised floor plans, highlighting recent changes and the reasons behind them.
      - Construction Manager Proposals:** The Construction Manager will oversee the renovation project with attention to quality, efficiency and cost. Proposals were due March 31.
      - Town Center Revitalization Review Board Meeting 3/8:** The Board was supportive of the renovation plans presented at the meeting.
  - Capital Campaign Committee—**
    - Branford Community Foundation Matching Grant:** The BCF awarded the Blackstone Library a \$100,000 matching grant in support of the renovation campaign. The library will have “open-house” events through May and June, and a town-wide mailing for the Campaign is scheduled for early May.

**Development Committee—**

**Spring Appeal:** Due to the Capital Campaign drive, a “Mini-Spring Appeal” mailing will be sent out only to traditional spring donors.

**Hogwarts:** Beth Law talked about continuing preparations for the Hogwarts weekend of October 14-15. An extra family event has been added to the schedule. More volunteers are welcome.

**Branford Education Hall of Fame dinner:** The dinner is scheduled for April 20 at 5:15 pm. Sandra needs to have the total number of people attending by April 12.

**Governance Committee—**

**Formation of nominating committee for FY 2017 officers:** Jan Day asked for suggestions identifying potential nominees for Board officers.

**Resignation of Michalah Bracken:** If Board members know of someone who would like to complete Michalah’s term, please contact Jan.

- 7.) **Next regular meeting—proposed change—Wednesday, May 10—James Blackstone Memorial Library Auditorium:** The proposed change was accepted.

The meeting was adjourned at 7 p.m.