

**BOARD OF TRUSTEES SPECIAL MEETING**  
**James Blackstone Memorial Library**  
**Wednesday, May 10, 2017, 6 p.m.**  
**Location: Branford Police Department, 33 Laurel Street**

**Trustees (Present):** Sandra Baldwin, Keira Cervoni, Norman Dahl, Jan Day, Polly Fitz, David Henderson, Ed Kirk, Beth Law, Rick Mahoney, Andy McKirdy, Tom Perrone, Frank Twohill, Gina Wells

**Trustees (Absent):** Robin Sandler

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

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

Andy McKirdy called the meeting to order at 6:05 p.m.

**AGENDA**

- 1.) **Public Comments:** none
- 2.) **Additions to the Agenda:** none
- 3.) **Downes Construction—presentation of preconstruction services:** The phasing of construction will allow the library to be open while the building is being renovated. The construction of the addition and the interior renovation will be done at the same time. When Downes Construction receives the design development documents from the architects, the preconstruction report will be ready for review within three weeks.
- 4.) **Silver Petrucelli & Associates—presentation of design updates:** The architect explained the designs for the addition and the interior floor plans.
- 5.) **Approval of Minutes (April)—action:** David Henderson made a motion to approve the minutes. Sandra Baldwin seconded. The motion was passed.
- 6.) **Director’s Report:** The topics highlighted were the Branford Education Hall of Fame Dinner in April; the success of the Welcoming Branford project; the installation of the fiber-Internet connection; the CLA Conference on May 4 and 5; and the success of the “Books & Brews” Book Club.
- 7.) **Treasurer’s Report:** After review, an operating surplus of \$3,000-\$5,000 is projected. Capital expenses will be discussed at the June meeting, and the new budget will be presented in July.
- 8.) **Committee Reports—only as required**
  - Finance Committee—Report on Budget Hearings:** The library budget was approved by the RTM.
  - Capital Campaign Committee—Upcoming Events:** The kick-off event will take place in the library rotunda on May 17 at 6:30 p.m. Board members are encouraged to attend. Other open-house dates are May 20, May 23, June 8, and June 14.
  - Nominating Committee—Presentation of slate of FY 2017 officers:** The nominees are: Andy McKirdy for President; Robin Sandler for Vice-President; Rick Mahoney for Treasurer; David Henderson for Assistant Treasurer; and Gina Wells for Secretary. The vote will take place at the June meeting.
- 9.) **Other business—**
  - Timothy Award:** Discussion was postponed until the June meeting.
  - Library Director Annual Review:** Karen will be submitting a report of her activities for the past year to the Board for review. Gina Wells will send out a questionnaire for members to fill out and return to her by June 1.
- 10.) **Next regular meeting—June 7—Pine Orchard Country Club**

The meeting was adjourned at 7:25 p.m.

