

James Blackstone Memorial Library  
BOARD OF TRUSTEES MEETING  
Wednesday, March 6, 6:00 pm

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**Trustees (Present):** Maryann Amore, Keira Cervoni, Liz Ferguson, Polly Fitz, Matt Hughes, Ed Kirk, Beth Law, Rick Mahoney, Patricia Sanders, Robin Sandler, Frank Twohill

**Trustees (Absent):** Sandra Baldwin, Norman Dahl, Jan Day, David Henderson, Gina Wells, Jeff Valette

**Staff:** Karen Jensen, Director; Katy McNicol, Development and Outreach Librarian

**Guests:** Tom Brockett, RTM Representative

Robin Sandler called the meeting to order at 6 pm.

**AGENDA**

- 1) **Public Comments:** none
- 2) **Additions to the Agenda:** none
- 3) **RTM Request: POW/MIA Flag at Library—action** : Representative Tom Brockett, 7<sup>th</sup> District RTM, presented a request from the RTM fly the POW/MIA flag at the library. Maryann Amore made a motion to approve the request; seconded by Polly Fitz. All voted in favor and the motion was passed. Tom Brockett left the meeting.
- 4) **Approval of Minutes (February)—action:** Maryann Amore made a motion to approve the minutes of the February 6 meeting, amended to reflect that Gina Wells was in attendance. Polly Fitz seconded the motion; all voted in favor.
- 5) **Director's Report:** Karen Jensen circulated the director's report to the board in advance of the meeting. She reported that the renovation project is going well. Gennett Grinnell, Associate Librarian for Technical Services, has announced her retirement effective May 1. Gennett's responsibilities will be absorbed by other staff. The tech services position will be replaced with a full-time teen librarian, necessary to provide service and coverage in the expanded teen space. LION has provided an opportunity for member libraries to supplement our e-book collections through Overdrive, and JBML will be taking advantage of this in the near future.
- 6) **Treasurer's Report:** Rick Mahoney presented the treasurer's report. The budget is on target; nothing remarkable to report. Professional fees will show as under budget until the library receives an invoice for the annual audit.

7) Committee Reports—*only as required*

Project Planning Committee—

- Project Update: minutes from the latest OAC meeting were circulated in advance of the meeting. Walls to the addition are coming up; work in the 2<sup>nd</sup> floor is nearing completion. Staff may move into new offices as early as the end of March.
- The Library will be closed on March 22 for repair of sanitary line. The parking lot will be excavated making it impossible for patrons to park.

Development Committee—

- Spring Appeal: Spring appeal will be mailed during library week (April 7 – 13)
- Spring Fundraiser – Shred a Thon planning is underway

Finance Committee—

- Old Business – Friends \$25,000 unrestricted donation – Rick Mahoney explained that the donation received in December was unrestricted; Hatsie Mahoney confirmed this.

- 8) Upper Rotunda Art Gallery Naming—*action*: The desired wording for the Upper Rotunda Gallery space naming was submitted by Shepard and Marlene Stone and circulated to trustees. Maryann Amore made a motion to accept the wording; Polly Fitz seconded the motion and all voted in favor.
- 9) Friends of the Library Memorandum of Understanding—*action*: The MOU was circulated in advance of the meeting. Liz Ferguson made a motion to approve; Ed Kirk seconded; all voted in favor. Karen Jensen will sign the MOU and provide a signed copy to the Friends.
- 10) Employment matter – executive session. Rick Mahoney made a motion to enter executive session; Maryann Amore seconded the motion. All voted in favor. Katy McNicol, Hatsie Mahoney and Frank Twohill left the meeting as it entered executive session.

*The meeting moved out of executive session.*

- 11) Next regular meeting—April 3, 2019—Location TBD

The meeting was adjourned at 7:25 pm.

Submitted by Karen Jensen