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James Blackstone Memorial Library
BOARD OF TRUSTEES MEETING
Wednesday, June 5, 2019 6:00 p.m.
Location: Pine Orchard Yacht & Country Club

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Minutes

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Trustees (Present): Maryann Amore, Sandra Baldwin, Norman Dahl, Jan Day, Polly Fitz, David Henderson, Beth Law, Pat Sanders, Robin Sandler, Frank Twohill, Gina Wells

Trustees (Absent): Keira Cervoni, Liz Ferguson, Ed Kirk, Rick Mahoney

Guests: Hatsie Mahoney, Friends of the Blackstone Library Liaison

Staff: Karen Jensen, Library Director

Robin Sandler called the meeting to order at 6:00 p.m.

1) Public Comments – Andy McKirdy recognized and thanked board members whose terms were ending: Jan Day, David Henderson, Robin Sandler
2) Additions to the Agenda – none
3) Approval of Minutes (May)—Robin Sandler made a motion to approve the minutes of May 1 amended to correct the heading from "agenda" to "minutes"
4) Director's Report –Karen Jensen had sent her written report in advance of the meeting. She also circulated a thank-you note from retired staff member Gennett Grinnell, a letter from the ACLB recruiting board members, a copy of the Community Foundation for Greater New Haven's 2019 annual report which featured an article on libraries, and an email requesting volunteers to introduce speakers at library programs. She also asked the board for guidance in accepting gifts of property; she will follow the library's established gift policy. Finally, Karen reported on an incident in the library that police are investigating. Karen has met with Omni Data, the firm supplying security cameras to Town of Branford buildings, and requested a proposal for installing cameras at all library entrances.
5) Treasurer's Report – David Henderson reported that expenses are on budget.
6) Committee Reports—*only as required*
   Finance Committee—

   - FY 2020 Budget Amendment – David Henderson explained that the budget request as presented to the Town was amended to reflect a cut of $9620, which was applied to the Health Insurance Line. David made a motion to approve the amended budget; Pat Sanders seconded the motion and all voted in favor to adopt it.

   Project Planning Committee—

   - Project Update - the project is on time and on budget at almost 50% complete. TN Marble will be delivered to the library on 6/7; local press is on alert for coverage.

   Development Committee—

   - Shred-It Event June 22 – Beth Law reminded the board that volunteers for the event are needed; please sell the pre-paid tickets prior to the event.

Nominating Committee—

- Election of FY 2020 officers: Sandra Baldwin made a motion to elect the following officers for the FY 2020 fiscal year. Norman Dahl seconded the motion and all voted in favor.

    Polly Fitz, President
    Maryann Amore, Vice President
    Rick Mahoney, Treasurer
    Gina Wells, Secretary

Governance Committee—

- Reappointment of Trustees for terms ending June 30, 2022
    Dr. Norman Dahl – Sandra Baldwin made a motion to appoint Dr. Dahl for a second term; Gina Wells seconded the motion and all voted in favor.
- Appointment of new board members for terms ending June 30, 2022
    Mary-Rita Killelea, Adam Spilka – Sandra Baldwin made a motion to appoint these new board members; Robin Sandler seconded the motion and all voted in favor.
- Review of Board Committees and current membership – document was circulated and corrections were made.
- Board Skills inventory—almost complete; will be updated to reflect new board members skills.

7) Library Director Annual Review – the meeting entered executive session at 6:45pm for board members to discuss the library director's performance review. Executive session ended at 6:55 and the director and guests were invited back to the meeting. The library director was given a favorable performance review with the opportunity to discuss board members' comments with the secretary at a later date.

8) Sandy Baldwin made a motion to adjourn the meeting; Gina Wells seconded the motion and the meeting adjourned at 7:10 pm

Respectfully submitted,

Karen Jensen