

James Blackstone Memorial Library
BOARD OF TRUSTEES MEETING MINUTES
Wednesday, October 4, 6:00 p.m.
Location: Library Auditorium, 758 Main Street

Trustees (Present): Chad Edgar, Liz Ferguson, Lynette Gannon, Nancy Goldstein, Larry Greenberg, Cheryl Kaiden, Janice Kochanowski, Mary-Rita Killelea, Janice Kochanowski, Beth Law, Andy Melnick, Pat Sanders, Jack Thompson, Jeff Vailette, Sue Wharfe, Lisa Zwack

Trustees (Absent): Michelle Blank, Jeff Vailette, Sue Wharfe

Friends of the Library: Barbara Barrett

Staff: Katy McNicol, Library Director, Kathy Oxsalida, Business Manager, Tina Strell, Development Director, Emily Yates, Head of Youth Services

Yale SOM Fellow: none

Public: none

Pat Sanders called the meeting to order at 6:00 pm.

Approval of Minutes — Larry Greenberg moved to approve the minutes. Nancy Goldstein seconded the motion. The motion carried.

Director's Report – Katy McNicol shared that she met with Liza Petra, Executive Director of the Branford Community Foundation, to explore a partnership project to support the Branford community. Katy noted that the Branford Chamber of Commerce will use the library for a Legislative Forum in November and that there were three private rentals scheduled in the library for October. Katy has joined the LION Resource Review Committee to network with other LION members and identify additional consortium services. She noted that the kiosk/display funded by the Rotary was moved and is now garnering a lot of attention. Katy also recognized the Friends for raising a record \$72+K at their September book sale and thanked them for their ongoing support to JBML.

Staff Presentation – Emily Yates, Head of Youth Services, shared an overview of her team, services and programs.

Friends of the Library –Barbara Barrett reported that the Friends raised a record \$72K plus \$10K in sponsorships at the September book sale. She also noted that the Friends will stay in their current location for at least about three more months as they continue to explore opportunities for a long-term space.

Treasurer's Report – The value of the investment account as of close of business yesterday was \$3.711mm. The change in value reflects a decrease of \$110k from the September 6th value of \$3.821mm. The Artist in Residence totals \$453k, a decrease of \$17k from last reported balance of \$470k

Kathy Oxsalida presented the variance report. She stated that the variance is negative on the expense side reflecting HVAC and telephone-system-related repair/upgrade fees.

Committee Reports

Finance Committee—Janice Kochanowski reported that the Finance Committee met on September 28. Janice reported that the Library was notified by our investment advisor, Hightower Advisors LLC, that they terminated their association with the Andriole Group. In the near term, we will continue with Hightower, however the Finance Committee will initiate an RFP process for a new investment advisor and investment manager.

The NEXT Finance Committee Meeting is scheduled for Thursday, October 26 at 4:00, if necessary.

Building and Grounds – Liz Ferguson updated the Board that the committee met on September 26. They are forming a Balcony Project Team and a sub-project team to work on the property and building naming survey. Additionally, Liz Ferguson presented a status report on the proposed repair work to the garage and maintenance building metal screen and roof.

Development Committee – Lynette Gannon reported she is working with Tina Strell and the Development Committee on the October 21 Evening with the Spirits event. She noted that the Leadership Circle event will take place on November 19 and the Annual Appeal letter will be mailed following this event.

Governance Committee – Pat Sanders presented a summary of Committee’s exit interview with outgoing trustee, Marynn Amore. Pat Sanders shared that a sub-committee is revising the Board of Trustees by-laws. A draft will be shared with the Board of Trustees in early 2023 for review and discussion.

2024 Meeting Dates & Holidays – Mary-Rita Killelea moved to approve the 2024 Meeting Dates proposal and Janice Kochanowski seconded. The motion carried. Nancy Goldstein moved to approve the 2024 Holidays proposal and Janice Kochanowski seconded. The motion carried.

Public Comment – none

Adjournment – Janice Kochanowski made a motion to adjourn the meeting. Beth Law seconded the motion. The motion carried. The meeting was adjourned at 6:49 pm.

Next regular meeting will be held on November 1, 2023.

Respectfully submitted,
Cheryl Kaiden
Secretary

Note: minutes are provisional until approved by the Board of Trustees.