

# THE SHERMAN LIBRARY

## BOARD OF TRUSTEES

### Minutes of the March 11, 2024 Regular Meeting Held at the Sherman Library

#### BOARD MEMBERS:

**Present:** Barbara Ireland (President), Katy Osborn (Vice President), Amanda Croasmun (Secretary), Jeff Matusow, Irit Granger, Charlotte Rutsch, Dee Ratterree, John Ehrenreich, Sharon Kleinberg (Treasurer), Suzanne Telsey

**Absent:** Christy Seewagen, PD Villarreal

**Quorum Present:** Yes

**Others Present:** Ashleigh Blake (Executive Director)

**CALL TO ORDER:** Barbara Ireland called the meeting to order at 6:33 PM.

#### Minutes

- Reviewers of this meeting's minutes (Katy and Sharon)
- Approval of the prior minutes from February 12, 2024 (Barbara and Jeff)

**APPROVAL OF PRIOR MINUTES:** Barbara Ireland moved to approve through unanimous consent the minutes of the February 12, 2024 regular meeting. There was no objection and the minutes were approved.

#### Reports

- Director – Ashleigh reported a slight decline in February circulation which is expected. Programming continued to be well attended.
- Secretary – There was no secretaries report.
- Treasurer
  - Operating Budget – There were no questions on the operating report.
- Committees
  - Investment – Jeff reported that the investment account is up just over 5% this year. There are no changes being made to the account at this time.
  - Nominating – There was no nominating report.
  - Programming – John reported that the Programming Committee met and the policy on photography, internet and social media is under development and will be available for review at the April meeting.
  - Fundraising – Golden Ticket, Soiree
    - Dee and Ashleigh reported that 475 of 600 tickets have been sold. All tickets sold should be submitted at least 5 days early so Ashleigh can enter sold ticket data. Tickets are being sold outside the IGA and Barb thanked the Trustees for taking time to sell tickets. Discussion took place about making zelle a payment option for ticket sales. The drawing will take place on April 1<sup>st</sup>.
    - Amanda reported that Soiree planning is on schedule. Ashleigh updated that save the dates went out as well as marketing on the website and social media. The col-

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lection bin has also been set up in the library. Reminder to the Trustees to promote the library as a location for those looking to donate estate jewelry, handbags, scarfs, belts, watches and sunglasses.

### EXECUTIVE SESSION

#### **Trustee Vacancy, Staffing and Strategy:**

Barbara Ireland motioned to move the meeting into Executive Session at 7:01 PM. Dee seconded the motion. All in favor. The motion passed.

**RETURN FROM EXECUTIVE SESSION:** Barbara Ireland noted the return from executive session at 7:12 PM.

### Unfinished Business

- Grant Application from State of CT – Ashleigh reported that the library was approved for the Fiber to the Library Grant and the grant money has arrived. Novus Insight will be completing the actual work and we are waiting for them to schedule.
- Budget update – Ashleigh presented the budget to the town selectmen. She presented all the areas of growth of the library as well as the increased fundraising expectations in addition to the increased funds request. The Trustees were asked to try to attend the March 27<sup>th</sup> and April 20<sup>th</sup> budget meetings to show continued support to the library.

### New Business

- Digital Resources – Ashleigh gave an update of the library's current digital resources including the digital New York Times, Mango language learning, Libby, Libby magazines, Hoopla and Palace Project and reported on price increases of each service. Discussion took place about rising digital media costs and ways to help control the price increases.
- 2024 Annual Membership Appeal – Ashleigh reported that many people do not realize the library is not municipal and it helps if users become members. Discussion took place to explore ways to increase general public education about the library's need to raise over half its operating budget each year. Trustees were asked to help facilitate
- Announcement of next meeting of Board of Trustees – The next Board of Trustees meeting is April 8.

**MEETING ADJOURNED:** Barbara Ireland moved to adjourn the meeting at 8:02 PM, Dee seconded the motion. All were in favor. The motion carried.

### NEXT MEETING:

Regular Board Meeting: April 8, 2024, at 6:30PM