

Mariya Hurwitz:

All right. Welcome everybody. This is the July board of trustees meeting for the Sherman library. It's Monday, July 19th at 5:34 PM. I'd like to call the meeting to order. I would like to first start just by welcoming our two new trustees, Caitlin Mandracchia and Jeff Matusow. We're very, very happy to have you. Welcome. Thank you for joining the group.

Dee Ratterree:

I can't see Jeff.

Jeff Matusow:

I'm right here.

Laura Jagodzinski:

Well he's there.

Dee Ratterree:

Oh. Hello. Instead of John. Maybe if I turn it sideways, I'll get more of you.

John Ehrenreich:

[inaudible 00:00:50] in full size.

Mariya Hurwitz:

All right. So I'm going to turn it over to you, Laura for minutes. Laura?

Laura Jagodzinski:

Yeah. Cutting out the background noise. I'd like to remind everybody to state your names before speaking for the recording so that when we get the transcripts, it's a little bit easier to finalize the transcripts. I would like to start and have two volunteers to review this meeting's minutes.

Dee Ratterree:

Me. Dee.

Laura Jagodzinski:

Thank you.

Laura Jagodzinski:

Next. I would like to motion to approve the minutes from the June 12th regular meeting. Any questions? Do I have a second?

Dee Ratterree:

Second.

Laura Jagodzinski:

Thank you Dee. All approve? Any opposed? So passed. Okay, to you Mariah.

Mariya Hurwitz:

Thank you, Laura. Mariya Hurwitz. I'd like to make a motion that we move to go into executive session to discuss staffing.

Dee Ratterree:

Second the motion.

Speaker 4:

I'll second.

Mariya Hurwitz:

Okay.

Mariya Hurwitz:

Okay, this is Mariya Hurwitz. We have returned from executive session. It is 7:01 PM. There is nothing to vote on, so we can continue on with the agenda and reports, so director report.

Ashleigh Blake:

Okay. This is Ashleigh Blake. You all received the report of the director, a couple of highlights. In June, the building was open during regular hours. Patrons were still required to wear masks and they could visit for 60 minute lengths. We had in children's programs. The first three programs were run by Cheryl Mandracchia and then the bottom three were run by me. In the interim between finding the new Torrens coordinator, I developed the Summer Reading Program.

Ashleigh Blake:

And then we moved down into adult programs, so everything's going smoothly with those. Moving on to the ARPA grant, I will discuss that later, and staffing as well. Only thing to note there is that the staff, Cheryl, Heather and Karen, performed their self-reviews for the staff evaluations, and I performed my evaluation for them, so that is wrapped up for last fiscal year.

Ashleigh Blake:

And facilities, as you know, we've been having difficulty with the secondary heating, cooling unit. B&D, our heating and cooling provider, had decided they no longer wanted to attempt to repair it, and suggested we called in someone who was a specialist in LG commercial systems. So we did, [inaudible 00:01:36] came and did a diagnostic on it, and discovered what the problem was, that it needs a new reversing valve and a circuit board. So we met and approved that expenditure. Any questions about the report of the director?

Ashleigh Blake:

No. Okay. Moving on to stats, as you can see, circulation is starting to tick up, that's because we're open and people can come in and browse, which is lovely. It's also the summer. So we have summer reading programs going and people want beach reads and vacation reads, so that's going nicely. And as you can

see, it's picking up from last July. So hopefully this is a trajectory we will continue on as long as it's safe for everybody to be in the library, that would be fabulous.

Ashleigh Blake:

You can see the days open are reflected, that we're back to normal. Open days to the public. Adult programs are going along and some of the children's ones. You can see the patrons visits are increasing, and the curbside visits are decreasing, which makes sense. People are coming in to pick their books rather than pick them up outside. We are still offering it though as an option for people who are just playing it very safe. So we'll see in the future what we do with that, if we discontinue curbside or not. Any questions about the steps?

Mariya Hurwitz:

No.

Ashleigh Blake:

Great, thank you.

Mariya Hurwitz:

Wait, Blake, is that your whole report? Because I just wanted to comment. I wanted to ask you about the appeal letter. Is that ...

Ashleigh Blake:

Yes. So that, as of June, so this report is just for June. At that time, the appeal letter was drafted and ready to go out. Now in July, yes, the appeal letter went out on the 6th of July. And it went to all postal patrons in Sherman, and we've been receiving responses from it and people mailing a membership. There's usually a big burst when we first send it out that last a month or two, and then it wanes a little and then it picks up around the holidays again when we send out the second appeal.

Mariya Hurwitz:

And was it also promoted on social media or on our website or the appeal?

Ashleigh Blake:

Yes.

Mariya Hurwitz:

Yes.

Ashleigh Blake:

It was promoted on a Facebook post. It will be promoted more. It is on, the appeal is on the website currently. It can be added to a banner too. That's something we can discuss at the next membership meeting too as well.

Mariya Hurwitz:

If there's something that we, I don't go on Facebook that much anymore, but if there's something that we can share on our own accounts, maybe you could give us a shout when you post something that would be great to share.

Ashleigh Blake:

Sure. I mean, if you like the Sherman Library Facebook page, then it should pop up on your feed. And as always, it's really great if-

Mariya Hurwitz:

Beautiful. Okay.

Ashleigh Blake:

... If you share it, if you like it, that's great, because that just exposes it to all of your friends and people you know too. So that's one of the best ways and it's free publicity, so thank you, Mariya.

Mariya Hurwitz:

Right.

Ashleigh Blake:

Yeah, proceed with that. And anyone else who wants to help-

Henry Cooperman:

[crosstalk 00:05:00]

Irit Granger:

Everyone, please do that. Yeah. Okay. Well, that's great. And the other thing is I wanted to mention, I picked up some envelopes myself from the library. And when I go to dinner parties or with good friends, I make a little spiel and I give them an envelope. And I think that people respond to that.

Mariya Hurwitz:

What a great idea. I love it.

Irit Granger:

I'd like to suggest that you guys do the same. Even if it's only three envelopes you give out or whatever, two, one, whatever. And even if you put your initials or your first name in the bottom corner, it sort of gives them a little bit more incentive to make you proud, so to speak.

Mariya Hurwitz:

Very nice, Irit. Thank you.

Irit Granger:

So-

Ashleigh Blake:

Don't forget to say your name.

Irit Granger:

... Oh, sorry. This was-

Ashleigh Blake:

[crosstalk 00:05:52]

Irit Granger:

... Okay, sorry. That's it for me. Any other question?

Mariya Hurwitz:

This is Mariya. Are you good, Ashleigh? Can we move on to the secretary report?

Ashleigh Blake:

I'm fine. Yes.

Mariya Hurwitz:

Okay, thank you.

Laura Jagodzinski:

Thanks. This is Laura Jagodzinski. The secretary report, so I'll make it brief. We created or updated the chesty handbook. And let's see, Jeff and Caitlin, those are available. I know Jeff you picked yours up. I will send a separate email out to the trustees with the information that is in the handbook that you've either not gotten in your handbook or have not gotten through an hour meeting. So there's less than a handful of items that I will send that out.

Laura Jagodzinski:

And the other thing I wanted to mention is that the annual meeting of members is scheduled for October 8th, Friday, October 8th, at 7:00 o'clock. Our next board meeting is not until September. All right? So we're going to probably be pulling people together to start planning for the annual meeting in October. Whether it is in-person or remote is yet to be determined. The COVID advisory team and Ashleigh have a meeting scheduled, and that will be included in that. So really, more to come on the annual meeting, but please be sure to mark your calendars. And we may be calling on somebody, or a couple of people, to help out with just the logistics and planning. Yes, Barb?

Barbara Ireland:

What day did you say? October?

Laura Jagodzinski:

October 8th.

Barbara Ireland:

Okay, thank you.

Laura Jagodzinski:

Friday, October 8th. That's it, Mariya.

Mariya Hurwitz:

Okay.

Dee Ratterree:

This is Dee.

Mariya Hurwitz:

Oh, I'm sorry.

Dee Ratterree:

Quickly, this is Dee. Isn't it 7:00? Is that right? The time, right?

Laura Jagodzinski:

7:00 PM. Correct.

Dee Ratterree:

Thank you.

Laura Jagodzinski:

And then there's, immediately after the annual member meeting, there is an annual trustee meeting where we elect the officers for the next coming year. Thanks Mariya.

Mariya Hurwitz:

Thank you. This is Mariya. I'm going to hand it over to Henry for a treasurer's report and budget, just a rough overview of the budget.

Henry Cooperman:

Hi, this is Henry Cooperman, interim treasurer. Our actual full year revenue through May 21 is a \$311,063 versus the budget or revenue for that period of 288,383. Though the fundraising is down, we've made it up the difference through increased membership, town grant, gifts and other grants. Expenses are down for the period ending May, 2021 to 265,000, which represents a net ordinary income for that period of time of 45,000. And the balance sheet totals are due to increase in the spend account.

Henry Cooperman:

In your package, you also receive the approved fiscal year budget for 2021 through 2022. Highlights is that the town grant was an increase over the final budget from the period before, and the investment income was showing 36,000 versus 30,000. Fundraising slightly increased. And the big note on expenses is as the interim treasurer. We have a bookkeeper, so our county expenses are higher. And the payroll, we'll see an increase from 150,000 to 160,000. The approved fiscal year budget, its total income is \$328,700. Any questions? Comments? [crosstalk 00:10:42]

Mariya Hurwitz:

This is Mariya. Just Jeff and Caitlin, we put this in here also just so you could have a first sort of look at it. And if you don't have questions now, you can certainly follow up with Henry or me with any questions later on the numbers. Laura, I don't think it was included as part of the mailing, the maintenance line item. So you see the 25,000 there.

Mariya Hurwitz:

We do a supplemental schedule in preparation for that, so that we sort of plan for our maintenance items as best we can and approve them ahead of time, so that if the dollar amount is significant, if one of those items is a \$10,000 item, but we already approved it as a supplemental schedule to the budget, Ashleigh doesn't have to come to us and ask for approval for spend. And I'm actually forgetting, I don't know if anybody remembers there's a dollar amount that we ask Ashleigh to come to us for approval, if it's sort of a one-off item. Ashleigh, do you remember the dollar amount? I'm just not remembering.

Ashleigh Blake:

Not right now.

Mariya Hurwitz:

Now I don't either. It might be 5,000. But in any event, that's the purpose of the supplemental, because that's where we tend to see surprises or big ticket numbers is in maintenance.

Ashleigh Blake:

Both of those were included in the board package.

Mariya Hurwitz:

Okay.

Ashleigh Blake:

I believe, I know for sure in the upcoming budget, it's in the trustee handbooks.

Mariya Hurwitz:

Perfect. Okay, thanks. I just was having trouble finding the maintenance schedule. Okay. Any questions for Henry? Okay. Then, I will turn it over to our committees, and we can do ... Henry, actually back to you on Investment Committee.

Henry Cooperman:

Yes. Hi, this is Henry Cooperman, the chair of the Investment Committee. On June 25th, 35,000 was moved from the Vanguard Money Market account to the Sherman Library capital account, as per our agreement with the board. The balance in their portfolio at the end of June was \$1,092,927. That was down 46,000, but that's including the 35,000 that was withdrawn. So the true net investment decline was \$11,000. We're still up \$87,332 before today.

Henry Cooperman:

And that's including the fact that we withdrew 35,000 in June. Jumping into the fire, I appreciated that Jeff Matusow agreed to join the board, agreed to join the Investment Committee. And he met with us this past Saturday. We had our meeting at 9:30, and asset relocation was discussed. That's my report.

Mariya Hurwitz:

Thank you, Henry. Barb, nominating.

Barbara Ireland:

Henry.

Henry Cooperman:

All right, that's me.

Mariya Hurwitz:

Oh, I'm sorry. Sorry Henry.

Henry Cooperman:

It's okay. This is Henry.

John Ehrenreich:

Yeah, Henry.

Henry Cooperman:

It's okay. It's Henry Cooperman from the Nominating Committee, and nothing to report for this past month.

Mariya Hurwitz:

Okay, great. So John, membership.

John Ehrenreich:

Very little to report. We didn't meet this ... This is John. We didn't meet this month. The immediate thing that's hanging over to be acted on at an appropriate time is if we move any further on a packet of materials for new members. The other issue that we had taken on had to do with the membership management software, which we've transferred to the technology committee. Most of the things that seem relevant for the membership committee to be doing at the moment really are related to the recommendations of the collaboration, et cetera, strategic planning committee, and our kind of pending what we decide with respect to those actions. Our agenda hasn't really been set in effect for the next few months.

Laura Jagodzinski:

Just one thing, John, I should have called you on this. Ashleigh did get the welcome letters for new people that moved in to the community. And we did send out 15 welcome letters already.

John Ehrenreich:

Okay.

Mariya Hurwitz:

Oh, great.

Laura Jagodzinski:

With new people coming in every month.

Mariya Hurwitz:

Right. Wonderful.

John Ehrenreich:

Thank you, Laura.

Laura Jagodzinski:

Mm-hmm (affirmative).

Ashleigh Blake:

Just to add, since its membership, Irit had asked before about promoting membership. Typically we wait a couple of weeks after the first mailing to do that. So that usually is generally towards the end of July or beginning of August, just because people are already getting the membership in their envelopes in their mail. So then we kind of follow up to boost it again with the newsletter and website blast up too. So just a little background.

Mariya Hurwitz:

Thank you. Okay. Irit, for fundraising.

Irit Granger:

Yeah. Irit Granger, fundraising chair. I think the first thing I'd like to do in case I forget is put Caitlin on the spot and ask her to consider joining the committee. With her ... Yes? Oh my God, I got an answer. Wow, that's fantastic. [crosstalk 00:16:59] Now, the fundraising committee is very closely aligned with the membership committee, and I'm sure John would be very pleased to have you on that committee as well. See, John, I'm looking out for you. But that would be fantastic Caitlin.

John Ehrenreich:

They were originally a single committee and then they split into as the workload got heavier. And I think that probably in the future what will happen is that depending on the workload of the two committees, they will [crosstalk 00:17:29] fuse and separately, periodically.

Irit Granger:

Also on the subject of committees, I'd like to ask the board if it's ... Is it okay for a non-board member to serve on a committee?

Mariya Hurwitz:

Laura, I don't think so, but I don't know.

Laura Jagodzinski:

I think so. Yeah.

Mariya Hurwitz:

You think it is okay?

Laura Jagodzinski:

Yeah. [crosstalk 00:17:53]

Henry Cooperman:

I will say that we do have non-board members on the Investment Committee.

Mariya Hurwitz:

On the investment.

Irit Granger:

Okay. And on the facilities committee, right, we have non-board-

Mariya Hurwitz:

Yeah, that's an advisory group. Yeah.

Irit Granger:

Okay. Well, the reason I ask ... And I like to bring this up as part of my presentation, is some of you may know Ellen Archer, she's a friend of mine, a client of mine. She's the one that offered us the shuffleboard table.

Mariya Hurwitz:

Shuffleboard table.

Ashleigh Blake:

Oh, right.

Irit Granger:

I was on the boat with her this weekend. And she is resigned recently from her position as president of Houghton Mifflin. And before that, she worked with Random House and Doubleday and ... I mean, she's the big cheese in publishing. And she is not near retirement age and really wants something to do with herself. She's applying for jobs, which I think is silly because she has so many vacation plans, et cetera, to do with her husband. And she would be very interested in being involved with the library. And I'm not talking about as a board member, but she would be happy to volunteer in any capacity.

Irit Granger:

And that would include if we decided that it would be interesting to even ask her if she could put a core of volunteers together and manage them, or something substantial. I'm definitely going to ask her to help us with fundraising. And she just made, according to what she told me, a substantial donation to the library. I just wanted to get your input on that or your feedback on that, whether it would be okay for me to have her help with fundraising and whether there's any other area that you might like to consider asking her to help with.

Mariya Hurwitz:

Well, this is Mariya. I think that's amazing news. Thank you. That's great. And if it's okay to have her on a committee, if that's allowable, then for sure do that. And now I know why you were asking the question you were asking before about volunteers.

Irit Granger:

As the fundraising committee will attest, I've been talking about volunteers for a while now, because I know that the board has not wanting to consider a friends, LLC type of situation that does fundraising, like some of the other boards have. But if we have a more active volunteer corps that's ... Again, it would require someone to manage them, not the executive director, but maybe the executive director can manage the volunteer coordinator. I just think that we could ... There are lots of people I can think of that would love to help in any way. I wanted to get the board's permission to explore it with the fundraising committee, how to engage more volunteers or how to ...

Henry Cooperman:

Irit, I would just tell you that I think that's a great idea. Just be careful of what's privy to this board should stay with this board, and be careful of what information you share with somebody outside. But in general-

Irit Granger:

Yes, I got you, Henry.

Henry Cooperman:

... I 110% agree with you, I think the more people we get involved, the better off we are, the stronger we are.

Irit Granger:

Okay. I got you, Henry.

Dee Ratterree:

This is Dee. I'm wondering how Ashleigh would feel about supervising, a supervisor of volunteers as an added thing.

Ashleigh Blake:

I guess it depends-

Mariya Hurwitz:

When we ... Oh, I'm sorry, Ashleigh.

Ashleigh Blake:

... It depends on the format and structure. It's hard to say. But I would like to point out that we do have a really great group of volunteers that have been helping. And some of them, we have not had to use them as much during COVID because we haven't been able to have a lot of our fundraisers and events, but we do have a really great core. I don't want to diminish from our current volunteers are doing great things too. There's always room for more, certainly, and expansion, but we do have a nice group of volunteers too. I mean, if you look at our annual report, our passing reports, it lists all of our volunteers, which is great. But it has been less this past year because of COVID, because we haven't been able to let people in for certain things and had certain events [crosstalk 00:22:35]

Irit Granger:

Well, I guess from a fundraising standpoint, I think that the more people we can involve in the library, the more they'll become vested in it, in terms of its being potential donors and even potential board members. I'm not talking about diminishing anybody that's currently volunteering, but just finding ways to expand it or ... It's part of the more outreach into the community. And I just wanted the board sanction to explore it among the fundraising committee, because to give it some shape as to what we think might work or might not to come back to you with.

Mariya Hurwitz:

Irit, this is Mariya. So your focus initially is on volunteers supporting fundraising efforts, not volunteers supporting day-to-day operations of the library, but fundraising.

Irit Granger:

Well, either or really. Yeah.

Henry Cooperman:

I also just want to make sure that ... I think the bylaws and Laura had helped me with this, suggest that if you have somebody, an outside person comes on the committee, they're a non-voting member of the committee.

Mariya Hurwitz:

Right. Oh, that's correct.

Irit Granger:

Oh, that's good to know. Thank you, Henry.

Laura Jagodzinski:

So-

Mariya Hurwitz:

Yeah, it's in the bylaws that way.

Laura Jagodzinski:

... the bylaws specify that you can have non-trustees on the committee. Okay. So that's clearly possible. My suggestion, Irit, is as you take this further, to do it strictly in terms of fundraising and the fundraising committee. When I think about the soiree, we have non-trustees who are co-chairs of an event, right? And Josefina, who co-chairs the event with me, she's not on the fundraising committee, but I mean, that's something that [crosstalk 00:24:39] she's invested a lot of time in. I think there's lots of opportunities to pull non-trustees into individual events.

Laura Jagodzinski:

And if you want to have a non-trustee on the fundraising committee, you can do that. Let me look through some other documentation, because there are things like with the Investment Committee, the charter is written that there are non-trustees and there are documents that need to be signed. Because if in a committee meeting, there may be parts of that meeting that are not open to the public. But all of that can be worked through.

Irit Granger:

Okay. All right. Well, okay. Thank you. I want to just move this along, because I want to eventually get to Lauren to talk about this wonderful golf event we just did. And also you, Laura, to talk about the tax sale and, Ashleigh, the book sale. But I also wanted to just propose to the board whether I could get your permission to explore new possible fundraising streams as the committee is about to set our fundraising calendar for the next fiscal year.

Irit Granger:

And Barb, for instance, has wanted to pursue the possibility of an antiques valuation day. And Josefina, who Laura just mentioned, had a wonderful idea about working with Sacred Grounds on developing a customized coffee blend that we could sell. I think I need a vote. I think, Laura, you gave me the impression I needed to get the board approval for the fundraising committee to explore some of these alternative fundraising streams.

Laura Jagodzinski:

Right. What you would do is open it up for discussion, and you could ... Or first you could make a proposal. You could motion to consider pursuing the custom coffee blend and antiques appraisal. Get a second, take a vote, and then you can proceed with spending time in handling the logistics on those things.

Irit Granger:

Okay. Well, I'd like to first of all make a motion for the board to consider our pursuing of creating a custom blend of coffee in collaboration with Sacred Grounds who would give it to us at cost. And we could prepare these little half pound packets that we could sell at the tech sale or at the library, or wherever we decide would be best, but we could even give it a special name, like Josefina has suggested, like Cozy Books or something of that effect, to that effect.

John Ehrenreich:

I second the motion.

Laura Jagodzinski:

Does that need a second? I second that if it does.

Mariya Hurwitz:

Yeah, I got John as a second.

Irit Granger:

Any discussion? I think the cost is \$9 a bag.

Laura Jagodzinski:

I think it's a great idea.

Mariya Hurwitz:

Great.

Irit Granger:

Okay.

Ashleigh Blake:

I love the idea.

Mariya Hurwitz:

Yeah.

Laura Jagodzinski:

The idea.

Mariya Hurwitz:

The idea.

Irit Granger:

Okay, sounds good. All in favor?

Mariya Hurwitz:

Aye.

Irit Granger:

Anyone not in favor? So passed.

Mariya Hurwitz:

Great.

Irit Granger:

And then I would also like to make a motion for the board to give us the fundraising committee permission to explore some alternative fundraising ideas events, such as an antiques valuation day, just to explore it.

Mariya Hurwitz:

Yeah. I have a question. I mean, isn't that the job of the fundraising committee, to come up with ideas and eventually propose them? Do they need a vote to brainstorm and explore ideas?

Laura Jagodzinski:

Well, I would say once the board agrees that this is something we should go pursue, then they can handle all of those logistics in smaller teams, individuals without holding a formal committee meeting.

Irit Granger:

That's what I'm trying to avoid, Mariya, just holding formal fundraising committee meeting, just wanting to rather hammer out the logistics instead.

Mariya Hurwitz:

Okay. So it's something you know you want to pursue, you just need to hammer out the logistics.

Irit Granger:

Yeah. Is it something-

Mariya Hurwitz:

[crosstalk 00:29:14]

Irit Granger:

... Okay. All in favor? Let's move this along, baby. Okay, great. [crosstalk 00:29:20]

Lauren Kenney:

Just so you know, Irit, the historical society did that maybe two years in a row and then stopped, so maybe you should touch base with them and find out why they stopped, how successful it was.

Laura Jagodzinski:

Thank you, Lauren. We should do it. Yeah.

Caitlin Mandracchia:

I've been [crosstalk 00:29:36]

Dee Ratterree:

It's been a while though, right?

Mariya Hurwitz:

Hold on. Caitlin is talking.

Caitlin Mandracchia:

I'm sorry. This is Caitlyn. Robin's Nest I know just did one with Loretta Kretchko. I don't know what her turnout was for that, but-

Laura Jagodzinski:

I mean, I didn't even hear about it.

Caitlin Mandracchia:

... I've got little kids, so I follow her on Facebook so that I saw that she advertised for it.

Laura Jagodzinski:

Oh.

Caitlin Mandracchia:

Have you guys ever collaborated with another town institution type thing, or do you normally just keep it within the library?

Henry Cooperman:

The fundraising?

Laura Jagodzinski:

We have some programs.

Caitlin Mandracchia:

Yeah. I have friends on the board at the Sherman Playhouse and I didn't know if anyone's ever done like a music night at the library or anything like that in cahoots with the Playhouse.

Ashleigh Blake:

This is Ashleigh Blake. Caitlin, we've done programs, nothing that charges though. So with The Sherman Chamber Ensemble we've done performances. A couple months ago we did something with the Sherman Playhouse, Laugh Out Loud, Funny Reading Night. And we do things with Historical Society, the JCC of course, Naromi, which is in CLC. So we do a lot of programs, but I don't believe we've done any that have been fundraisers together.

Lauren Kenney:

This is Lauren Kenney. We've tried to do a fundraiser with the SPTO of the golf event, but that didn't work out a few years ago.

Laura Jagodzinski:

And there's nothing that says we can, it's an idea concept. Sorry, that was Laura Jagodzinski.

Irit Granger:

Caitlin, I think the only thing with things like the Sherman Playhouse is to consider what the JCC does with the Playhouse and things like that, but anything's possible. And-

Dee Ratterree:

This is Dee Ratterree. Should this not be discussed in committee though?

Irit Granger:

... Yes.

Dee Ratterree:

Let's move on.

Irit Granger:

Okay.

Dee Ratterree:

I've got to cook dinner.

Irit Granger:

Okay, me too. The book sale is coming up.

Laura Jagodzinski:

Irit, before we do that, I just want to question, we started a vote. I think everybody voted in favor, I just want to check. Did anybody just approve, anybody against? Okay, so pass. Thanks.

Irit Granger:

Thank you, Laura. Our next event is the book sale, which is in conjunction with our Bags & Bubble sale, which for Caitlin and Jeff's edification, we're doing a sort of tax sale within the book sale of some of the jewelry that we would have otherwise sold at the women's soiree, which we have to cancel, and the scarves and the handbags and so on. Laura and Josefina are chairing the Bags & Bubble's part. Ashleigh is coordinating the book sale. Now the Bags & Bubbles are only two days, right, Laura? Saturday and Sunday?

Laura Jagodzinski:

We're doing Saturday and Sunday, correct.

Irit Granger:

Whereas the book sale is three days. Is that correct, Ashleigh?

Ashleigh Blake:

That's correct.

Mariya Hurwitz:

Did you realize that Laura?

Laura Jagodzinski:

Yeah. The reason why, it's Laura Jagodzinski, the reason why we're doing the Bags & Bubbles on just Saturday and Sunday is the effort that's required to take 200 and more pieces of bags, scarves and jewelry, place them all on tables, bring it outside, bring it back up at, back into the conference room. It's just too much effort to do that. So we'll do it on Saturday and Sunday. On Saturday night, we can stay until the library closes, and then we can stage everything in the hallway so it's not so bad.

Mariya Hurwitz:

And you have all the volunteers you need for that event or?

Laura Jagodzinski:

I'm meeting with Josefina on Thursday and we'll come up with a schedule. And I know Barb and Dee and Irit have already volunteered to help out. So we're looking for maybe two hour time slots for you guys to help us out.

Mariya Hurwitz:

Perfect.

Laura Jagodzinski:

Thanks.

Barbara Ireland:

I think we volunteered to do posters too, right, Dee?

Dee Ratterree:

I'm driving. This is Dee Ratterree. I am driving now.

Barbara Ireland:

No, I'm driving. I am.

Dee Ratterree:

This is an inside joke.

Mariya Hurwitz:

Ashleigh. Whoops, is she gone? Okay. Well, I have a few notes about the book sale. Ashleigh's organizing it in conjunction with Pat. Ashleigh, did you want to-

Ashleigh Blake:

It's Friday, Saturday, Sunday, 9:00 to 3:00. The final day Sunday, we'll probably make a stifle bag sale to unload some of the books. It is in the barn this year because it's a tight space down in the basement. And during COVID we thought that might not be good. So we'll be moving the books all up into the barn for the sale. And it's in conjunction with Bags & Bubbles and the Historical Society Antique Show. So it'll bring in a lot of people.

Mariya Hurwitz:

... Okay. Good. And then Lauren is the star. Lauren and her husband, Al, were so amazing with this golf event, and all of us that participated had such a good time. Lauren, take it away. We're ready to hear all these great things that you have to offer.

Lauren Kenney:

It was everybody had a really good time and everything went perfectly with the golf course. Rain was predicted, but not a drop fell. We were very, very lucky. Everybody had a really good time and we were able to raise \$9,500. Isn't that amazing? Woo-hoo. Yeah.

Laura Jagodzinski:

That's an amazing figure.

Mariya Hurwitz:

Yeah. And Lauren was amazing. She was so calm. I got there all strung out. I was late, nowhere to go. I was humid, I was sweating.

Lauren Kenney:

It was hot.

Mariya Hurwitz:

And I got her on the phone and she goes, "Okay, sure. I'm right over here. No problem. I'm wearing a [inaudible 00:35:46] dress."

Lauren Kenney:

I think everybody really, all the golfers had a great time, and I'm hoping they'll all want to come back another time.

Mariya Hurwitz:

Yes. I'm sure they will. Any idea for the next year's golf course, which [crosstalk 00:35:59]

Lauren Kenney:

Oh, yeah, I'm thinking about it. Yeah.

Laura Jagodzinski:

That golf course was beautiful, and you guys, you did an amazing job. [crosstalk 00:36:06] Every golfer we saw, they were just, they very much seemed to be enjoying themselves.

Mariya Hurwitz:

Ear to ear smiles from everybody I saw.

Lauren Kenney:

Yeah, here's a really good story. I'll make it really quick. There was a guy who signed up, a friend of my husband's who had a lung transplant four months ago. And he decided he would sign up, and that would

motivate him to get in shape and be able to come and play in the event. And he did a great job. He actually got his first hole in one ever at the event.

Mariya Hurwitz:

Not in the right hole though, it was [crosstalk 00:36:40]

Lauren Kenney:

But still, he still-

Mariya Hurwitz:

He was such a nice guy. I was telling my husband about him too.

Laura Jagodzinski:

He was.

Lauren Kenney:

... Everybody was really happy. It was just really nice.

Mariya Hurwitz:

I had so much fun, Lauren, and just sitting with you in row down at the ... It was such a great afternoon. And to not have to go to work, it was great.

Lauren Kenney:

Yeah. And I had fun on the putting green, that was really funny.

Henry Cooperman:

Can I make a suggestion? Although I heard great things about it from a couple of people who golf, you had people sponsor holes. I was lucky enough to have my friends who was golfing take a picture of a hole that we sponsored. So next year you may want to take pictures of the hole so the people who sponsor holes would be able to see that.

Mariya Hurwitz:

What a good idea, Henry.

Laura Jagodzinski:

Very good.

Mariya Hurwitz:

Lauren, you said that Henry wants his signs. Did you bring them back? Henry [crosstalk 00:37:45]

Lauren Kenney:

Yeah, they're in the library. So if you want to get them [crosstalk 00:37:47]

Mariya Hurwitz:

Actually, I'll pick them up from you.

Lauren Kenney:

Okay. I mean, we try ... If he really wants them, we'll give it to him obviously, but we're holding onto the signs because we can reuse them.

Henry Cooperman:

Yeah, just hold onto them.

Mariya Hurwitz:

Oh, okay. I'll tell him.

Lauren Kenney:

So it's whatever, I mean.

Mariya Hurwitz:

No, I'll tell him.

Lauren Kenney:

Especially, if he sponsors a hole again next year, which we're hoping he will, we can just reuse the signs and save the money for that.

Mariya Hurwitz:

Okay, I'll tell him. Okay. That's all from me.

Lauren Kenney:

Okay. Me too.

Mariya Hurwitz:

Well done, Lauren. And Al was remarkable. Please thank him from me.

Lauren Kenney:

Okay, we will.

Laura Jagodzinski:

It's Laura Jagodzinski. Mariya. Oh, Mariya, you're back.

Mariya Hurwitz:

Yeah, I am. I'm sorry. I know we're recording, but I have to go let my dog out the yard because he will not stop barking. So I'm going to do that, but I will turn it ... I can move to unfinished business.

Laura Jagodzinski:

Yes.

Mariya Hurwitz:

Okay. So I think that's you, Laura, on committee meeting agendas. Okay, great.

Laura Jagodzinski:

I'll take it while you're out. It's Laura Jagodzinski. The next item is about the procedures for committee meetings, agendas and minutes. There were sent out. This is an update to the procedures that included a decision tree and a timing chart, so that committee chairs could more easily see what the requirements were for creating agendas minutes and transcripts. I would like to motion to approve the procedures. Is there a [crosstalk 00:39:29] Before we do that, so Dee, I've got you as a second. I just want to open it up for discussion. Are there any questions or comments on the procedures?

Irit Granger:

You did an excellent job.

Lauren Kenney:

Well done. Yeah, well done, Laura.

Henry Cooperman:

It's terrific.

Lauren Kenney:

Very thorough.

Irit Granger:

As always.

Laura Jagodzinski:

Thank you. Thank you. But I couldn't have done it without John and Irit's questions and feedbacks and rephrasing. So thank you very much. All right. So all in favor?

Irit Granger:

Aye.

Lauren Kenney:

Aye.

Laura Jagodzinski:

Any opposed? All right. Thank you. So passed. Mariya?

Mariya Hurwitz:

Yes. Thank you, Laura. This is Mariya. Ashleigh, I'd like to turn it over to you for a COVID-19 update.

Ashleigh Blake:

Certainly. This is Ashleigh Blake. On July 6th, the library allowed members of the public that are vaccinated to be in the library building without a mask. We did add verbiage to our verbiage and signage that patrons are welcome to wear masks if they feel safer doing so. Children older than two, but younger than 12 are required to wear masks in the building since they are currently not able to receive the COVID-19 vaccine. Staff members are still wearing masks at this time.

Ashleigh Blake:

Patrons are now allowed to remain in the building for an unlimited amount of time within the hours of operation. We're no longer quarantining books. And the COVID advisory group will be meeting this Thursday to discuss onsite meetings, programs and events going forward. Any questions about our current COVID-19 status? Great, thank you.

Mariya Hurwitz:

This is Mariya. Ashleigh, I think you're going to give us an ARPA grant update.

Ashleigh Blake:

This is Ashleigh Blake again. The Sherman Library was awarded \$15,458 through the ARPA grant. We're required to create an ACH direct deposit account with the Connecticut State Comptroller so that the grant funds could be directly deposited into a library checking account. I created the account successfully with the State comptroller's office and we are currently waiting for the deposit of the grant funds.

Ashleigh Blake:

The Sherman Library is planning to use the ARPA grant funds to provide our community with an outdoor extension of our library, to update our wireless networks so they're safe and reliable, and to create a flexible and clean environment inside our library. I have been in contact with Bibliomation to begin the process of ordering the two laptops, and to schedule the upgrade of our wireless network and the creation of our guest network.

Ashleigh Blake:

When we receive the funds, I'll proceed with ordering the wireless printer, fax scanner, the outdoor charging kiosks, the mobile bookshelves for the children's section, the outdoor benches and tables, and the additional stacking chairs for the program room. So we're moving along with that. Any questions about that group?

Mariya Hurwitz:

Actually, do you have estimates yet on any of the incremental costs that for like installation that the grant is not covering?

Ashleigh Blake:

We will need to hook up the kiosks, two of them with electricity. And Cutrona Electric has given their time to do so, which is fabulous, but there is a small amount of \$300 for wires and outlets, et cetera. I have to get an estimate for someone to kind of to dig a trough for the wiring and to dig, and pour cement for the footings for the kiosks, because they can't just be on the wet ground, they have to be kind of raised a little bit.

Ashleigh Blake:

I'm trying to think if there's anything else. They don't cover, the grant does not cover tax. In most cases we can get it tax free, but in other cases, if we're buying it from Amazon, it's not as easy to do so. So we may have some texts from some of the items, and if there's a shift in prices. So when I proposed this, I came in like 70 cents over that we had to pay for, which is amazing with all the shifting components in this. That does not include if prices go up. Right now, it's a volatile marketplace for laptops and things like that. So as soon as I start purchasing, I'll have a better handle on that, but I don't anticipate anything jumping greatly.

Laura Jagodzinski:

Okay, thanks.

Irit Granger:

Sure.

Mariya Hurwitz:

This is Mariya. Congratulations. Great job. Really good news. I know you and I talked, Ashleigh, about perhaps tagging on another laptop to the purchase of the laptops, if possible, so that we can have a laptop for our new employee, [crosstalk 00:44:30]

Ashleigh Blake:

Yes. I contacted Bibliomation for an additional quote because that cannot be included in the LPI grant. Obviously that's for staffing, and they don't touch that. But the thought was while Bibliomation is taking those other two patron laptops and loading them up with software and making them usable for our library, that it would be an optimal time for them to push through the children's coordinator laptop as well.

Ashleigh Blake:

So they got me a quote on that, and it's just it's the same cost for the laptop and minimal cost for setting it up with Deep Freeze, ESET. I will purchase Windows through an outside source, which is discounted for non-profits, and we'll go from there. So hopefully it will move along. I received the quote from Bibliomation today for that particular computer.

Mariya Hurwitz:

Great. Great. Thanks. Just while I was thinking of it.

Ashleigh Blake:

Yeah, no. Perfect.

Mariya Hurwitz:

Okay. Okay. I think that's it, unless there were questions for Ashleigh. Right. So Laura, director of monthly programming stats procedures.

Laura Jagodzinski:

That's for Ashleigh. So this is-

Mariya Hurwitz:

Oh, Ashleigh.

Laura Jagodzinski:

... Yeah. This is the last year. We discussed as a board the audit that we were doing on the monthly programming stats, and we decided that we didn't need to audit those, but that once a year Ashleigh would present her procedure just to make sure that there aren't any changes, and whatever was being done before was the same. And if there were any changes, just to fill us in on those changes. So Ashleigh, it's all yours.

Ashleigh Blake:

So you received in the packet from Laura the monthly programming statistics. This document details the process for reporting the number of library programs and attendees. And this was the one that you received was a process that was followed fiscal year 2020, '21. The procedure document for 2021 to '22 fiscal year is being updated to reflect stats now from the early childhood educator as well, because that's a new role that's on there, and update that the executive director will be using a spreadsheet format to document adult programs tasks going forward too. So we can review that updated procedure at a future meeting.

Laura Jagodzinski:

So Ashleigh, for your current procedure, your current procedure has not changed for monthly stats for the fiscal year we just finished? Right? So for the first half of the fiscal year?

Ashleigh Blake:

Yeah, that's correct. That's accurate.

Laura Jagodzinski:

Right. We audited for the first half of the fiscal year, the second half of the fiscal year we didn't audit, but your procedure was exactly the same?

Ashleigh Blake:

Yes.

Mariya Hurwitz:

Any questions about that? Okay, thank you. This is Mariya. The strategic plan update. When we met last month, we decided that we were going to ... [crosstalk 00:47:45] Oh, sorry. Was somebody saying something? We decided that we were going to pause and regroup on the strategic ... You could continue to have meetings if you so choose, but that we wouldn't have updates until our September meeting in which we would realign on our priorities. I'm not expecting any strategic plan updates during this meeting, but if we can use this time if anybody from any of those teams has any questions or comments.

Barbara Ireland:

Mariya, Barbara. Just that the chairs of the various teams were supposed to meet, I think, in August to develop how we were going to go forward for the September meeting. Is that correct?

Mariya Hurwitz:

Oh my.

Barbara Ireland:

Is that still correct?

Mariya Hurwitz:

Yeah, that's right. I didn't remember that, but you're correct. I can take that as a follow up to schedule that meeting for August.

Barbara Ireland:

Okay.

Mariya Hurwitz:

Thanks, Barb.

Barbara Ireland:

Mm-hmm (affirmative).

Mariya Hurwitz:

Okay. Legacy gift programs. I don't know whether Henry or I are going to speak to this. This is Mariya again. We looked at the existing letter. I think we tweaked it for a few things. And I think we communicated with Laura. Laura, I think you agreed that, that was, it was fine for now. I would like to take the opportunity to maybe work with you Henry to just tweak it a little bit at some point. I mean, if somebody asks for a copy of it, we can share it now, but we probably could do some work to improve it and to just develop that program in general, but the update to the letter.

Henry Cooperman:

Yeah, I have no problem. I think that's a great idea. And maybe you could put together like a little, make it a little brochure ... As a brochure, I think would even be better like a trifold.

Laura Jagodzinski:

Mariya, the-

Mariya Hurwitz:

Yes, Laura.

Laura Jagodzinski:

... the fundraising team, on the strategic plan for the fundraising team, I believe that there is a line item related to legacy planning. Irit, is that correct?

Irit Granger:

Excuse me. I'm sorry, I wasn't listening. I'm reading a text.

Laura Jagodzinski:

I'm saying I'm pretty sure that the strategic plan for the fundraising team has a line item about expanding or defining the planned-

Irit Granger:

Yes, giving. Planned giving. Yes.

Laura Jagodzinski:

... planned giving. Ashleigh, do you see that? There's somebody entered the waiting room.

Ashleigh Blake:

Yes. Yeah.

Mariya Hurwitz:

It's me because my phone's about to die.

Laura Jagodzinski:

Oh, got it. Okay. Mariya, say that next step, right, Irit needs to be involved in that. So we lost-

Irit Granger:

Mariya.

Laura Jagodzinski:

... Mariya.

Ashleigh Blake:

I think Mariya's jumping back on.

Laura Jagodzinski:

Yeah. Okay.

Mariya Hurwitz:

No, you didn't lose me. I'm here. You just won't be able to see a picture of me.

Laura Jagodzinski:

Okay, got it.

Mariya Hurwitz:

Yeah, 100% agree. Definitely need to partner with fundraising committee on this.

Laura Jagodzinski:

Okay.

Mariya Hurwitz:

Sure.

Laura Jagodzinski:

All right.

Mariya Hurwitz:

Okay.

Laura Jagodzinski:

So-

Mariya Hurwitz:

This is Mariya. Yes, Laura.

Laura Jagodzinski:

... I'm sorry, Mariya. Laura Jagodzinski. Do you want send or want me to send out the current legacy planning to everybody when I send out the minutes?

Mariya Hurwitz:

That'd be lovely. Yes, thank you.

Laura Jagodzinski:

Okay.

Mariya Hurwitz:

Thank you.

Henry Cooperman:

With the changes that were, right, with the revised email and-

Laura Jagodzinski:

Yes. Yes.

Henry Cooperman:

... Right.

Laura Jagodzinski:

The revised contact information.

Henry Cooperman:

Yes.

Laura Jagodzinski:

Yeah.

Mariya Hurwitz:

Perfect. Thanks. I'll coordinate with Henry and Irit and the fundraising committee to continue that discussion. Okay, Mariya Hurwitz again. Ashleigh, staffing.

Ashleigh Blake:

Yes, this is Ashleigh Blake. Charlotte Svetkey was hired as the Sherman Library's new coordinator for children's services. And she began working this past Tuesday on July 13th. Cheryl Mandracchia was previously in the role of coordinator of children's services, has shifted to the role of early childhood educator. In this role, Cheryl will be creating and running programs for infants and toddlers. So during this past week, I've been onboarding Charlotte and her new role, and she's pleasant, and she's excited to begin working with the children and caregivers that visit the Sherman Library. So it's been positive so far, and we're happy to be moving ahead at full steam with the full staff.

Mariya Hurwitz:

Great. I look forward to meeting her in-person. This is Mariya. I only got to meet her on Zoom, but I'm excited to meet her in-person.

Henry Cooperman:

I got to meet her [inaudible 00:53:10] so I have no idea what she looks at.

Ashleigh Blake:

I know. Actually, her first day, I think four or five trustees came in for just different reasons, so I was like, "Here's another trustee." So yes, she [crosstalk 00:53:23] yeah, a bunch of trustees, which was great. And she has been, additionally I'd like to add, she's been shadowing Cheryl in her current program, just watching. Cheryl introduce her to some of the parents of the younger children, so that's been working out well as an introduction to the community. And I am planning a press release a couple of weeks from now, like we did with Cheryl, that just introduces Charlotte to the community.

Laura Jagodzinski:

Great.

Mariya Hurwitz:

Thanks, Ashleigh. Oh, Ashleigh, back to you just to talk about the code of conduct topic.

Ashleigh Blake:

It's Ashleigh Blake again. I sent out an email last week that gave you some background on the first amendment audit, and how this impacts the Sherman Library. As I mentioned, I was contacted by first selectman, Don Lowe, and officer Wayne Tate regarding concerns of potential first amendment

incidents at the town hall and the library, and how we should plan to respond if such an event occurs. There was a first amendment audit incident a month or so ago at the Danbury Library. The Sherman Library and town hall had not had any such experiences so far.

Mariya Hurwitz:

What is that experience? What is that a first amendment audit?

Ashleigh Blake:

I sent out an email last week that had an overview of it.

Mariya Hurwitz:

Oh, yes, yes, yes, yes, yes. Got it.

Ashleigh Blake:

Do you want me to expand on it, Mariya?

Mariya Hurwitz:

It's in air quotes, because it sounds ... This is Mariya.

Ashleigh Blake:

It does.

Mariya Hurwitz:

It sounds like it's an official sort of government audit. It's not, it's air quotes first amendment audit.

Ashleigh Blake:

Kind of a loose group of people that do these self-imposed audits. And they range, it's not always, it's not one controlling force. They kind of come in and do their own audit, and put it under this umbrella of it. Officer Tate suggested that we should look into the possibility of incorporating a no filming in the library guideline into our Code of Conduct Policy.

Ashleigh Blake:

Don Lowe is consulting with the town attorney regarding the verbiage. We don't currently have verbiage in our code of conduct about filming in the library. The code of conduct policy is on our list of policies to review and possibly adjust. I'll be reviewing the policy, and we'll bring the updated policy to the Board of Trustees at a future meeting for discussion and approval if the board is in agreement.

Ashleigh Blake:

We'll additionally be researching the impact of adding a no filming in the library guideline to the Sherman Library Code of Conduct Policy. Shh. Sorry, my dogs are barking. No action is required by the board today. I just wanted to make sure that you are all informed and give you an opportunity to ask questions or make comments. Anybody have any comments or questions about the information that I sent out or?

Mariya Hurwitz:

No.

Laura Jagodzinski:

It's Laura Jagodzinski. I just want to say, Ashleigh, I think what's important is to have some procedures written down for the staff so that they all know what it is that they should do if somebody comes in and insists on filming at the library.

Ashleigh Blake:

That's part of it too. Obviously it's the structure of it. It depends. It's debatable whether it's better to ask somebody to leave or to let them do their thing if they're not interrupting people. So that's something I really have to research and kind of look at, and then share that information with you all. And then once something is created, a guideline or not, if we decide not in the Code of Conduct Policy, then I will create a procedure for the staff on how to handle such a situation. I'm hoping it never comes up, that would be fabulous, but it has happened in a couple of libraries. So it's in our sites since Officer Tate seems concerned about it too, it adds legitimacy to it as well.

Mariya Hurwitz:

Ashleigh, it's Mariya.

Barbara Ireland:

[crosstalk 00:57:22]

Mariya Hurwitz:

Barb, go right ahead.

Barbara Ireland:

The only difference I see between us and town hall, or one of the many differences maybe, is that we have children in the library often. And if an incident like that were to take place with children present, I think that's against current law for them to film without their permission.

Ashleigh Blake:

You do have-

Barbara Ireland:

So that's the kind of question I would like to have framed for the attorney.

Ashleigh Blake:

... Okay. This is Ashleigh Blake. We do have privacy rules on use of library. Even an adult using a computer, if someone were to come up and start filming you using the computer, that's not allowed. So it goes for children and adults. That is a big concern, Barb, definitely on privacy. We are also not a municipal library, which is something to keep in mind too. Danbury Library is, different rules take place. We're an association library, we're not run by the town so it's a little different as well, which also has to be considered. So-

Barbara Ireland:

But I think if there are certain laws about privacy already that may apply here, that the attorney should look at in relation to children.

Ashleigh Blake:

Barb, I'm sorry. This is Ashleigh Blake. The town attorney, because the town attorney doesn't necessarily look at things for our library since we are not a municipal library-

Barbara Ireland:

Yeah, I guess not.

Ashleigh Blake:

... we would have to consult on our own.

Barbara Ireland:

We're probably not. Maybe we can ask Jennifer.

Mariya Hurwitz:

Ashleigh, the point I was trying to make is, I'm fine with waiting for a policy at some time in the future, but I think the staff should have some procedures in the short term as to what to do if something happens. And I think that's just something that should be written down, verbally communicated, what should they do if that happens.

Ashleigh Blake:

Certainly. Although it does hinge on the policy if part of that procedure would be, if we had a no filming guideline, that would be something that they would state and then produce the policy, versus if we didn't, they would just speak to something else, like privacy issues. So I completely understand, I agree. It does need to be addressed, but it is tied in too with the policy. If it need to approve it, supply the policy for the person to see.

Laura Jagodzinski:

Okay.

Mariya Hurwitz:

But this is Mariya. What is the date that we're going to bring that policy back to the board for, or that it will be presented? I know you said a future date. Was it October? What did we decide on?

Ashleigh Blake:

Well, potentially the September meeting. But if we think that it's more pressing, then you had discussed with me a potential for a special meeting or something, but I would say the September meeting.

Mariya Hurwitz:

Okay. That's good with me. We'll just keep our fingers crossed that we don't have an issue come up before then. Is everybody else comfortable with waiting for September to come up to have a policy presented and approved?

Laura Jagodzinski:

Yes. I'm comfortable with a policy in September. I don't think hoping nothing happens is a plan. Hope is not a plan, so I think we should consider what do we tell the staff to do until we get a policy statement?

Mariya Hurwitz:

I agree.

Ashleigh Blake:

Certainly. I mean, I could create a procedure ... I'm sorry, this is Ashleigh. I could create a procedure, but it might change too once the policy is decided to add verbiage regarding filming, not filming in the library then that affects the procedure as well. But we could create a procedure in the interim.

Laura Jagodzinski:

Does it have to be that formal or can it just be saying to the staff that we decided whatever it is we decide that we're not, what to say, keep it just informal for now and then come up with a procedure and implement that in September? So that we're not just leaving it open to interpretation. Sorry, this is Laura by the way. So it's not just left up in the air, because we don't want you to get stuck in what's happening between now and the time we develop a procedure. And you have somebody like Karen doesn't have any idea what to say. Like, we do need to have something, I would think.

Ashleigh Blake:

Yeah. I mean, I agree with Laura in the sense that a list, a procedure that's typed out so that a staff member, especially these situations can be very flustering and confusing, and to be able to pull it out and read verbatim off of it and just follow the directions essentially. In the end, it will come back to me. Generally, if there's a real problem, then I will be the one who steps in to be the final word on it, if this person is not being cooperative for our patrons in our space. But I agree with Laura, that there needs to be procedure, certainly. And I think that written is probably best because it gives that staff member directions, right, literally how to react to the situation.

Mariya Hurwitz:

Ashleigh, it's Mariya. Do you want our support or guidance here and now to help you come up with what that interim policy is going to be, or do you have an idea of what you want to say?

Ashleigh Blake:

I have an idea. I could bounce it off of a board member or two, it would be good. I would also discuss it with some of the staff members, because they're the ones who are on-site dealing with patrons and know how it is in the library versus kind of this concept. They understand, "Well, what about this? And what about that?" So I think that consulting with the staff members too for some input would be helpful as well.

Ashleigh Blake:

But I would appreciate some input from a couple of board members as well. I don't think it requires the whole board for that portion of it, obviously it does for review and approval, but maybe a couple of board members to look it over would be great.

Mariya Hurwitz:

Do we need for this interim that ... If you talk to the staff and you talk to a couple of board members, that's enough for the interim procedure, policy, whatever it's ...

Laura Jagodzinski:

Practice. Yeah.

Ashleigh Blake:

Procedure.

Mariya Hurwitz:

But then the final version, that's when we would vote. We would vote on the final version that-

Ashleigh Blake:

Yes, policy.

Laura Jagodzinski:

Yeah. This is Laura Jagodzinski. Where I'm coming from is you have staff, staff needs to know what to do. That's all you need to do. This doesn't have to be a fancy policy, this is a bullet point. If somebody comes in and ... For example, the instructions are, if somebody comes in and they're making a video, ask them to stop, or maybe the answer is, "We'd like you to stop," and their job is to call you. So it could be three bullet points. It's just something for the staff to know what it is that they should do in the event that, that occurs. Not fancy, just, "Here's what you need to do."

Ashleigh Blake:

I have to go.

Mariya Hurwitz:

... Okay. I think we've reached the end of our agenda, so are there any other questions on the topic?

Laura Jagodzinski:

No. I just like to point out that there's a fundraising committee meeting tomorrow night at 5:30, and if Caitlyn can join us, that would be great. Ashleigh, can you resend the Zoom link and include Caitlin?

Ashleigh Blake:

Certainly.

Laura Jagodzinski:

Just in case she can join us. Caitlyn, if you can't, I understand at short notice.

Mariya Hurwitz:

Okay. Yeah, and-

Caitlin Mandracchia:

I might not be able to. Let me check, but-

Laura Jagodzinski:

It's okay. No worries. No worries.

Mariya Hurwitz:

... Lauren, were you going to say something, are you just getting ready to close your lid?

Lauren Kenney:

No, [inaudible 01:06:09].

Mariya Hurwitz:

Okay. All right. I'd like to make a motion to adjourn the meeting. It is 8:07 PM.

Dee Ratterree:

Second, second, second, third, fourth and fifth.

Henry Cooperman:

I would just like to tell Caitlin and Jeff that the meetings do not normally go this long.

Mariya Hurwitz:

No. Okay, now I'm really-

Caitlin Mandracchia:

Welcome.

Henry Cooperman:

All right? And the good news is that there's no meeting in August.

Mariya Hurwitz:

... I'm really making a motion to adjourn now. [crosstalk 01:06:40] It is 8:07 PM. Okay. Thank you everybody.

Ashleigh Blake:

Thank you. Bye-bye.

John Ehrenreich:

Thank you. Bye-bye.

Laura Jagodzinski:

Bye, goodnight.

Henry Cooperman:

Bye. Good-