

Mariya Hurwitz:

Okay, good evening everyone. Today is Monday, September 12th, 2022. This is the regular board meeting of the Sherman Library Board of Trustees. Momently via Zoom. Just a reminder, if you want to speak, raise your hand and also state your name before you speak to help with the transcription. Note also that we are putting executive session at the end of today's meeting, at the end of the agenda, and that'll be customary going forward, not to say all the time, but I think that'll typically be customary. And that's so that Jamie, when she comes into executive session, she can do her staffing update if there is one and then she can sign off for the night and isn't, excuse me, waiting for an hour at the beginning of the meeting before she needs to jump in.

Okay. So I would like to call this meeting to order at 6:34 PM. Laura, I'll turn it over to you for covering off on the minutes.

Irit Granger:

[inaudible 00:01:21] Laura.

Laura Jagodzinski:

Here I am, Laura Jagodzinski. Thanks Mariya. I want to thank Ellen and Barb in advance for reviewing tonight's minutes, and regarding last our last minutes, I moved to approve the meeting minutes from the July regular meeting and the August special meeting through unanimous consent the if there are no objections.

There are no objections, so approved through unanimous consent. And back to you Mariya.

Mariya Hurwitz:

Great, thanks. This is Mariya again. So let's move on to the reports section of the agenda. As a reminder, everybody got a board package last week. Hopefully everybody has had a chance to read it through in advance. That's the expectation so that the meeting can progress more quickly and smoothly.

So Jamie, do you have anything to add to your director's report reports that you sent out?

Jamie Cantoni:

Just one thing. I had done my September report, some elements of it in advance, and then last minute, the cleaners that were supposed to come clean the barn after the flooring work was done, never showed up. But Aiden was wonderful and a board member complained about the smell from the barn. When he and I talked about it, he said, "You know what, don't worry about it. I'll send my folks to come mop the barn afterwards at no additional charge". So the barn was cleaned, that was done, but just to clarify.

Laura Jagodzinski:

So Jamie, just a question on that. So did all clean come or did they not come?

Jamie Cantoni:

They did not come.

Laura Jagodzinski:

Okay.

PD Villarreal:

And we haven't paid them.

Jamie Cantoni:

No.

Mariya Hurwitz:

This is Mariya. Please just remember to state your name before you speak. The transcription service tries to pick up who's talking, but it's not always accurate so Laura has to go in and fix things. So if you say your name, it's more helpful.

Does anybody else have any other questions for Jamie? [inaudible 00:04:02]

Laura Jagodzinski:

I did, and I'm just, it's Laura Jagodzinski and I'm looking for my questions. If you can just give me a second. I'm sorry. Does anybody else have any other questions?

Lauren Kenney:

There's some noise going on. Somebody's not muted. I don't know. It sounds like water running or something.

Mariya Hurwitz:

That sounds better.

Lauren Kenney:

Oh!

Mariya Hurwitz:

Let me see if it's me. Maybe if everybody mutes. I know it's a pain. If everybody mutes until they have to speak, we can just avoid the background noise.

Laura Jagodzinski:

It's Laura. Jamie, I had a couple of questions on the report. The fire alarm... are there multiple detector heads or sensors that might fail or was there just one and it's been addressed?

Jamie Cantoni:

Nope. There are multiple and that is not something that we can pretest for. That just is a part of the system and as they fail, we will have to address them. I did ask them that, and actually we were very lucky in the fact that the person who came out to address the issue was one of the original people who installed the system.

Laura Jagodzinski:

Okay. So that, it's a matter of having to fail in order to know they have to be replaced. Okay. In the report, you noted that the great decisions meeting was in a hybrid format.

Jamie Cantoni:

That was their intention. They tried it. It actually ended up not working and so they told Julia that they were going to do it in a hybrid format. So what they did was they simply had someone with a laptop and the laptop was logged in to Zoom and they found that that didn't, was not effective.

Laura Jagodzinski:

Yeah, I know that that generally isn't. Thanks.

Jamie Cantoni:

Yeah.

Laura Jagodzinski:

Let's see. Also on the reports under fundraising, when we talk about fundraising later, will you be able to give a read out on the golf results?

Jamie Cantoni:

Yeah, I didn't do that because Lauren had asked that she would be able to do that.

Laura Jagodzinski:

Okay, good. All right, thanks.

Jamie Cantoni:

Yep.

Laura Jagodzinski:

Let's see. All right. I had sent you a note earlier today with some questions on the report. I'm not going to go through them all, but if you can take a look at them and then get back to me.

Jamie Cantoni:

Yeah, I did see that and thank you very much for that, and one of those things were something that I had already asked to be changed and I got some pushback because it was not requested by a board member, but now it has been. So thank you.

Laura Jagodzinski:

Okay, and I just want to note that the charter that you sent was not the most current?

Jamie Cantoni:

Yeah, that's the most current that I have.

Laura Jagodzinski:

Do you want me to send you the most current?

Jamie Cantoni:

Yes, yes, please.

Laura Jagodzinski:

Should I send it to everybody or?

Mariya Hurwitz:

Yes.

Laura Jagodzinski:

Okay. All right. Thank you.

Mariya Hurwitz:

Laura, it's Mariya. Is that in the board, the handbooks that are going to be distributed, because if it's going to be in there anyway, or may, I don't know if it is or not.

Laura Jagodzinski:

I suspect it is in one another.

Mariya Hurwitz:

[inaudible 00:08:14].

Laura Jagodzinski:

It's either under... Yes, it should be in there. It's a document that's managed and owned by the executive director because this is an advisory group to the executive director. It is not a standing committee of the board.

Mariya Hurwitz:

It's possible, Jamie, that Ashley just didn't have the current version in what she gave you. So. Okay. Thanks Laura.

Laura Jagodzinski:

You're welcome.

Mariya Hurwitz:

Anything else for questions? Comments for Jamie?

Okay. Laura, did you have anything to add to your secretary notes in the board package?

Laura Jagodzinski:

Nothing else. Thank you.

Mariya Hurwitz:

Okay. Any questions from anybody for Laura?

Okay, Henry was not able to join us tonight. He sent notes separately. He wasn't able to get notes to us in time for the board package, but he sent notes separately. Did anybody have questions? I may have to take them as follow ups for Henry, but, or if I know the answer, I can help you Barb.

Barbara Ireland:

I actually had a question for Jamie and I thought I had unmuted myself, but apparently I didn't because you didn't hear me.

Mariya Hurwitz:

Did not.

Barbara Ireland:

It's not a question, it's just Jamie has been asking the board, the trustees to come forward with some names of people that could serve on the advisory facility committee and I don't know if anyone has thought of approaching him, but Kevin Keenan used to be on the board of Selectman and I believe his wife Kris is somewhat, I think that's his wife is somewhat active in the library and he is a builder and I wondered if he would be willing to help.

Mariya Hurwitz:

Barb, he's my neighbor. I'll ask.

Barbara Ireland:

Yeah, if you want to explore that name. That's a name I'm bringing forward to see if he would maybe want to do it.

Mariya Hurwitz:

Barb, it's Mariya. He lives literally across the yard from me, so I'll reach out to him when we're walking the dogs sometime this week when I see him I'll ask him.

Jamie Cantoni:

Thank you Barb.

Mariya Hurwitz:

Okay, thank you.

Okay, so are there any questions that we need regarding the treasurer's report for the investment committee report or nominating committee, which he didn't give a report on, but if there are any questions I will take note of them and can route them to Henry if I can't answer myself.

Okay. Okay. Moving on to fundraising. [inaudible 00:11:32], Laura and I all submitted reports as part of the board package and Lauren will give her golf report in a moment. Before that, does [inaudible 00:11:43] or Laura have anything to add to their reports?

Laura Jagodzinski:

It's Laura I, It's Laura. I don't have anything to add.

Mariya Hurwitz:

Thank you. Ari?

Irit Granger:

Is this where you'd like me to talk about the tote bags and sponsorships or not?

Mariya Hurwitz:

I think Laura did we, did you suggest to me, somebody suggested to me, we talk about sponsorships in executive session. [inaudible 00:12:14] is remembering.

Laura Jagodzinski:

If it's a strategy on sponsorships, that it's a strategy discussion and it would fit under executive session.

Mariya Hurwitz:

So-

Laura Jagodzinski:

There is an item at the end of the agenda under new business for fundraising expenditure. So I'm not sure that relates to the strategy discussion.

Mariya Hurwitz:

There is, this is Mariya, that is related, so what we may have to do is come out of executive session and vote on that item. So we'll probably postpone that vote until after executive session.

Laura Jagodzinski:

Okay.

Mariya Hurwitz:

Do I need Barbara, do I need to do anything special to make that? No. Laura's shaking her head no.

Okay, so Laura, and Ari you're good for your fundraising reports for now? No, Ari go ahead.

Irit Granger:

Actually, no. I just wanted to reiterate to the board that we've developed, and that was part of the attachments that Laura sent out, a sponsorship pyramid that shows various benefits to individual sponsors of the gala or corporate sponsors of the gala, as well as various documents that will allow us to solicit donations for the side of [inaudible 00:13:39].

Mariya Hurwitz:

Oh, what happened?

Irit Granger:

Sorry, I sent my dog outside. Somebody just came in. Excuse me. So I just wanted to say that Ellen and I have been going gang busters trying beginning to solicit donations. We've got quite a few exciting ones,

but nowhere near the amount we need, and so we'd like to call upon all trustees to either consider a sponsorship themselves or look at the attachments that we sent out and see what individuals or companies they know that might consider a sponsorship.

And also, our silent auction's going to be exciting this year because we're putting it online first. So it would be great if we could get some more donations such as what we described in the report; experiences or items. So please see Ellen or me and let's really get it to be a gang buster auction. Right Ellen?

Ellen Archer:

I just want to say that Ari has really put the fire under me. I think I sent out 20 emails yesterday. PD has already, thank you. PD. Penguin Random House has contributed a book bundle. We have a Harper Collins book bundle, and really the local merchants have been very generous in New Milford and Kent and New Preston as Ari and I have gone around hat and hands so that any help you can have. Think about people who can offer up really interesting experiences. I know that Ari just got a flower arrangement. Thank you Jeff. I mean you all have been great and we just want what, 40? I said about 40. About 40. So we probably have a little under 20 at this point. So anything that you all can do and feel free to reach out to me or Ari if you have any questions or ideas.

Actually I have a shuffle board that I want to put online, but I'm also thinking if anyone has any thoughts about this, I want to knock on the door of the local New Milford Brewery because I think maybe like any sort of place where there are games, video games, maybe they would want the shuffle board and then we just have them make a donation to the library to pay for it. So it's a great tax deduction for them because it's a gift to a 501C3. So if you can think of anyone who might want that shuffle board in a commercial space, let me know. I'm going to see what the New Milford brewery has to say with the name of it. But thank you.

Mariya Hurwitz:

That's so generous of you Ellen. Thank you. And this is Mariya, just a quick caution that we don't want to necessarily tell them it's tax deductible because if they don't pay more than it's spare market value, they wouldn't be able to deduct, get a charitable donation for it, but still would be a wonderful gift of money to the library. Yeah.

Ellen Archer:

Okay. Thank you for that and we'll investigate accordingly.

Mariya Hurwitz:

Okay, and this is Mariya again. Just in years past, I know it's been a couple years, a lot of you are new, newer to the board, it's an all hands on deck effort at recruiting donations and sponsorships for the silent auction and the sponsorships for the gala. So just be creative. Experiences are wonderful, but things are great too, and just, I had my mom's an artist donate art in the past. There's all sorts of different things that we can recruit our friends for and the community.

Then my only addition to the fundraising is that before I have Lauren go with golf, is that we have a lot of our tasks assigned and thank you everybody that has come forward or said yes to various assignments. One thing I do need a volunteer for, and I caution this is not you doing cleanup alone, but I do need somebody to volunteer to be the like person who makes sure everybody shows up and has a cleaning assignment. We all have to help with cleanup, but we sort of need somebody in charge that that has got the list, and so D knows what she's doing, I know what I'm doing. So if somebody-

Dee Ratterree:

You need a cleanup Nazi. Nazi, you need a cleanup Nazi and it's not going to be me.

Mariya Hurwitz:

Cleanup is pre-

Dee Ratterree:

Speaking [inaudible 00:18:30]

Mariya Hurwitz:

Clean up. We need somebody who mindfully takes the computers apart and stores them under the table. We need like cleanup, pre and then cleanup post event. So if anybody loves the idea of coordinating all of that. Yes, Jamie?

Jamie Cantoni:

I don't love the idea of coordinating all that, but I think the way that we usually present it is that's set up and breakdown.

Mariya Hurwitz:

Set up and breakdown. Yeah. Jeff is in charge of the decorating aspect of it, but before he can do decorating, we need to do that pre setup.

Laura Jagodzinski:

Mariya?

Mariya Hurwitz:

Yes, Laura,

Laura Jagodzinski:

It's Laura. First, to be absolutely clear, I'm not volunteering. However, whoever does volunteer, I'm more than willing to sit down and go through what we've done in prior events and for the Soiree, that I think would be really helpful in terms of understanding what the level of effort is.

Mariya Hurwitz:

Laura and I sort of ended up after the Soiree alone on a Sunday cleaning up the library. No good, no fun. It needs to be a group effort, but there was nobody really enforcing that. So we need to make sure that doesn't happen again.

Laura Jagodzinski:

You just need someone to oversee, set up and break down what needs to get done each day. Who's delegating the tasks? It's not complicated, it's just really just managing a little project. So like I said, whoever volunteers, I'm happy to help.

Mariya Hurwitz:



Barb, were you going to ask a question?

Barbara Ireland:

Years ago, and I don't mean in the too far district future, but probably at least four to five years ago, it was pretty much all hands on deck for both because we would meet, for instance, the morning of, because that's when a lot of things had to be done before we had Jeff and his wonderful talents with decorating and everybody would help put stuff out. There was somebody who knew what the decorations were going to be and then everybody would help put them out. Then afterwards, after the gala was over, the trustees were expected to stay and help put away what could be put away that night and then the next morning maybe a few were asked to come in and help.

Mariya Hurwitz:

Yeah, thank you,

Barbara Ireland:

The more hands the less time it takes.

Mariya Hurwitz:

It's definitely all hands on deck. I just want somebody to be the person that makes sure that happens.

So just heads up if nobody volunteers, I'll come tap on your shoulder. One of you lucky people.

Okay, Lauren, go ahead.

Lauren Kenney:

So we had a very successful golf event, even though it rained a little, but it wasn't bad. Everybody had a good time. We did meet our minimum 70 players. We had exactly 70 and our total profit was \$11,747. [inaudible 00:22:04] and that's pretty much it. We're waiting for one person. There was a little problem with the accepting the payment through the square on some of the auction items, and so we're waiting for one more person to pay and that's it. But that's counted into this profit because we're counting on this person to pay. Hopefully they really will. They said they will.

Dee Ratterree:

This is D. Good job, Lauren. Yay. You go girl.

Ellen Archer:

Lauren and Al are also donating a flight on their plane around Kendall Wood Lake and other places for the holiday mixer fundraiser. So thank you so much for that, Lauren. Really appreciate it.

Jeff Matusow:

Lauren, if it hadn't rained, you think-this is Jeff. If it hadn't rained, do you think the profit the magnitude of any difference or it wouldn't made...

Lauren Kenney:

No, I don't think so. I mean, all the auction auction items sold really well, so I mean, yeah, some people did leave when it rained, so there were probably a few less people bidding on the items, but we got

really good prices for a lot of the items. Of course people signing up for the event, they didn't know it was going to rain before. So that didn't affect that. No, I didn't think it mattered.

Jeff Matusow:

And I played in the event and it was great. I mean, other than the rain, so thank you.

Lauren Kenney:

Thanks.

Barbara Ireland:

And Lauren, Barbara speaking. I want to tell you that is a beautiful course and I heard from a lot of people because we were at the 17th hole for the hole in one and people would kind of slow down and we talked to them a little bit and they were very good sports about the weather being so bad and they really loved the course. So we made sure we thanked everybody who came because they were good sports to play in the rain. Somebody said it's like playing golf in the shower and it really was.

Lauren Kenney:

That was a nice way to put it. Yeah, I know everybody really loved that course.

Barbara Ireland:

Yes.

Lauren Kenney:

And because I mean, they weren't perfect the way they organized it, the people who worked at the course. So we had a meeting with them after to just go over some things that could be improved for next time because I do think we would do it there again because everybody loved it so much.

Irit Granger:

Oh.

Lauren Kenney:

Ari?

Irit Granger:

Two things. One, is that profit what you had anticipated or hoped for? In other words, did we meet goal?

Lauren Kenney:

Oh yeah, our goal was, well last year we did \$10,000. This year the goal was 11, so we did a little over.

Irit Granger:

Perfect. And then you also indicated that AI secured a golf course for next year, potentially.

Lauren Kenney:

Yeah, it's like a 90% secured. I mean, they said we can do it. They didn't give us the exact date yet that we can do, and it's one of the ones that gave us an auction item to auction off. It's same. It's a very popular, really people, a lot of people haven't played it and they all are want to, we're just ironing out the details of the prices for the food and drinks and stuff.

Irit Granger:

Perfect. And you announced it at this last event?

Lauren Kenney:

Yeah. Al announced it saying, you know, more than likely we're doing it at this place.

Irit Granger:

Perfect. Okay. And where is it again? So everybody knows

Lauren Kenney:

It's in Engle Brook. It's in oh, Lincolnton, New York or something. I'll email it to you.

Irit Granger:

Perfect. That's wonderful. Thank you.

Lauren Kenney:

Okay.

Mariya Hurwitz:

Great job Lauren. Thank you.

Lauren Kenney:

Thank you. [inaudible 00:25:54]

Laura?

Laura Jagodzinski:

Great job. It was a lot of fun. I mean, people were very happy despite the weather. It was a really good event. So thanks a lot and thanks. Ari already my questions, so thanks.

Lauren Kenney:

Thanks for helping so much, Laura.

Irit Granger:

It really was a great time. This is Ari. I just wanted to say that. So for next year, anybody that comes out, I think they'd really have an enjoyable day. Thank you.

Lauren Kenney:

Thanks.

Mariya Hurwitz:

This is Mariya, and I'm so excited you and Al, even though you're coming off the board in October, you're still going to do this. That's so generous. Thank you.

Lauren Kenney:

Sure.

Mariya Hurwitz:

Any other questions for Lauren?

Okay. All right. Finally for reports programming. John, I know we're discussing the programming survey in the strategy section of executive session. Did you have anything you wanted to add now, not regarding the programming survey?

John Ehrenreich:

That's the core of it.

Mariya Hurwitz:

Okay. Does anybody have questions on programming for John? Laura's get her hand raised.

Laura Jagodzinski:

Yeah, I don't have a question for John, but before we move on, I do have a question related to golden ticket.

Mariya Hurwitz:

Okay.

Laura Jagodzinski:

So before you're, is now an okay time or...

Mariya Hurwitz:

Yeah, just did anybody have a program in question and I don't see a hand raised. Okay, so let's go back to fundraising. Go ahead Laura.

Laura Jagodzinski:

I just was going to ask Barb and D if they could just give us an update on the golden ticket, because I think we moved it from our last discussion in July was that the golden ticket was going to be in October and I think we've moved that to early next year or the spring. Can you just give us an update, Barbara?

Barbara Ireland:

And I want D to bear this out with me. I believe at the July fundraising meeting we had talked about at the last board meeting, even briefly, that we sort of have a blank spell in January, February, March, and we did not want to do anything that was going to interfere with... because the golf tournament had to be put up later than we expected because of the weather, and then you had the gala coming the 1st of December. We decided we didn't really want to do anything that was going to be in between because it

would be bing, bing, bing to maybe too much on the community. So there was a suggestion made that we go to February and March to have the golden ticket and the drawing possibly on April Fool's day.

Dee Ratterree:

Yeah.

Barbara Ireland:

So that's where we left it. That's what we're planned.

Dee Ratterree:

Yeah.

Barbara Ireland:

So that's where we left, and that's what we're planning. Isn't that right, Dee?

Dee Ratterree:

That's right hun, we're forging ahead.

Mariya Hurwitz:

This is Mariya. I love the idea of an April Fools Day drawing. I think that's so fun. I can really have fun with that.

Dee Ratterree:

Yes, we will.

Barbara Ireland:

We'll just say April Fools, and keep all the money.

Dee Ratterree:

That would be really good, Barb. I love you for that. We already...

Barbara Ireland:

This is a joke, people.

Dee Ratterree:

We already have... This is Dee. We already have some stuff.

Barbara Ireland:

Yeah we do.

Dee Ratterree:

Some. Yeah we do. So, is that enough? Or do you guys want to grow this any more?

Mariya Hurwitz:

[inaudible 00:29:53]. This is Mariya. I'm going on mute because we're having fire alarm testing at work, of course.

Dee Ratterree:

Oh my God. Do you want to ask us something, Laura?

Laura Jagodzinski:

No. I just wanted to say that was all we needed on the golden ticket, just to get it on record that we moved our date.

Dee Ratterree:

Yeah. Good. We did.

Irit Granger:

Are we able to move on?

Mariya Hurwitz:

Yup. This is Mariya, again. Okay. So moving on to the unfinished business section of the agenda. Does the COVID advisory committee have anything they wanted to discuss, or put on record today? I know there was nothing in the board package. Is there... Barb, go ahead.

Barbara Ireland:

No. We agreed not to meet. We did it by text and email, and we are at the status quo where we're coming back into the world with in person programming, probably. And we are having in person meetings with the annual meeting, et cetera. And we still have the policy that masks are encouraged, but not required. And that's what we're doing. So, no change.

Mariya Hurwitz:

Thank you.

John Ehrenreich:

Well, what does that mean in terms of programs of various sorts?

What does that mean in terms-

Barbara Ireland:

Big, important job.

John Ehrenreich:

What does that mean in terms of programs of various sorts? Are they live? Or are they Zoom? Or they can be either? Or...

Barbara Ireland:

Some are... Apparently, we don't know yet. That's something I think is going to be discussed at a future date. A future time, I mean. But some of them will be Zoom, and some will be in person.

Mariya Hurwitz:

And how do we-

Barbara Ireland:

And some of them already been. A hybrid, yeah.

John Ehrenreich:

And that sounds like we don't... It sounds like-

Mariya Hurwitz:

No. No [inaudible 00:32:07].

John Ehrenreich:

It sounds like a form of a policy, that we're just sort of winging it, depending on God knows what.

Laura Jagodzinski:

I think we are, in a way, because I think we're unclear about how we can, especially hybridly, how we can present it. It's not clear yet, that we can do it with any success. The COVID thing still screws us up because you don't know from week to week. So it is a little bit on the whim. But we're [inaudible 00:32:40]. So we'll just do the best we can.

Dee Ratterree:

Yeah. It's-

Mariya Hurwitz:

Sorry, Dee. Keep going.

Dee Ratterree:

Nope. Nope. Nope.

John Ehrenreich:

Well, I guess we just... I just am puzzled as to what it means for Jamie, and the board as a whole, in terms of scheduling events. Are we assuming that they can be scheduled face to face, if there's a reason for it to be face to face? Or are we...

Mariya Hurwitz:

Laura. Laura...

Dee Ratterree:

This is Dee. This is Dee. I think we're still using the old policy. And I think that looking at the, maybe I've made this up, but looking at the Connecticut map, and the transmission, and local transmission. And we can only do that week by week. I don't know how you can...

Mariya Hurwitz:

This is Mariya. Well, we had always done in person programs in the past, right? And then COVID hit, and we had a COVID Advisory Team, and we had guidance from the government. So we went to remote programming. Now that guidance is either gone, or is lessened. So the assumption is there is demand for programs back in person that we would revert to what our previous practice was, which was holding sessions in person. It would be very nice to get to a place where we can do hybrid programming. I don't think we have the technology quite yet. But, from my perspective, the way that I look at this, and I'm open to hearing what the rest of the trustees have to say of course, but if COVID is not at the level of concern where we need to hold our meetings remotely, and there is demand for programs, then we return to what we previously offered.

Dee Ratterree:

Yes.

Mariya Hurwitz:

That's my position.

Dee Ratterree:

This is Dee. Yes. In person, if we can.

Mariya Hurwitz:

Barb.

Barbara Ireland:

As a further expansion of that, I think that if you're looking for whether or not the COVID committee would be in agreement to have in person programming, we definitely discussed that, and we are because we've already had a major fundraiser in the building. We are about to have the annual meeting in person. And we're about to have the gala in person. So we do feel that going forward with in person programming is fine. I think that there will be other times in the year when we will do it by Zoom because people want it that way. When the weather gets bad, people tend to like Zoom better because then they don't have to travel for a program that they may want to see. So that was some of our thinking.

Mariya Hurwitz:

Jamie?

Jamie Cantoni:

Yeah. Just out of consideration for my staff, I would really appreciate if the programming committee could get together and have a meeting so that we could put into place some parameters about when decisions are made regarding a program going from in person to Zoom, or vice versa, and some related things. That's all. Thank you.



Mariya Hurwitz:

Arit?

Irit Granger:

This is Arit. I just want to voice my opinion for the record. I think it's high time we start in person programming. I hear grumbling all throughout the community about our lack of it, and I think we're in danger of losing our purpose in the community.

Mariya Hurwitz:

Thank you. I per- This is Mariya. I was stopped in the grocery store by somebody recently, who said, "I haven't participated in any of the Zoom programs. I can't stand Zoom. When is yoga coming back to in person?" And I've heard that from several people over the recent months.

Anybody else? Laura you had had your hand raised earlier, and then it seemed to go down. Did you have anything?

Laura Jagodzinski:

Yeah. I just wanted to add... It's Laura Jagojenski. We don't have the technology to effectively conduct a hybrid meeting. The strategic plan. Last year we estimated the costs for putting something like that in place, and we have not yet put in a plan to actually execute that. But based on some questions that have been raised, that's clearly something that we need to initiate. But the costs have been budgeted, in the fiscal '22, '23 plan.

Mariya Hurwitz:

John?

John Ehrenreich:

Okay. I'm still kind of baffled. I hear Jamie throwing it back to the programming committee, and I was throwing it to the COVID committee, and I think we need a default position. If a default position would make sense, is that programs are face to face unless there is some decision, for any variety of good reasons, that we would rather do it by Zoom. Or something like that. But it just seems like, to try to think about on a totally, every event on its own, and I understand that any default decision we make has to be subject to the vagaries of the pandemic. If there's a sudden upsurge, that we might have to change our position, and so forth. But I think we need some generalized guideline that doesn't depend on each individual program, or type of program.

Mariya Hurwitz:

This is Mariya. Any recurring program that was in person before the pandemic, is returning to in person. So, Mahjong, yoga, book discussions. Now, I understand there may be some timing related to some of these. The communication out to the participants, et cetera. But anything that was recurring, that was previously in person, we have, I'm going to say, the approval of the recommendation of the COVID committee that it is okay to do that. There's no objections to doing that.

I imagine that, for the speakers, the one off, one time programs, you may have a speaker who wants to present their subject, and they may prefer to do it via Zoom. So that's... And if we want that program, then I would say we would that program via Zoom. But the recurring programs, that used to be in person, they're moving back to in person. Yoga, for example, was always in person before the pandemic.

It's the first Friday of every month. The first Friday of October happens to be our annual board meeting. So, it's a non-issue for that month. But in November, it will be held at the library unless something happens, in which our COVID advisory committee, something's happening with community health, where we say, "Oh. Let's go back to remote." But barring that, our in person programs are coming back to in person. Our previous- Recurring, excuse me. Recurring in person programs.

PB, is your hand raised? Are you-

PB:

Yes. I was just going to add that what I think what is searching for, principal, which is, I thought, what I was hearing. Isn't the principal really simply that we follow the community? Where the community is, in terms of how the community is comfortable with live events, that should be, I would think, our guidepost in terms of where we want to be. We don't want to be far ahead of the community. We don't want to be far behind the community. We want to be where they are.

Mariya Hurwitz:

I'd agree, and I would say we're far behind the community at this point. Based on the feedback I've received, and we'll talk more during the executive session of the results of the programming survey. But anecdotally, and my observations are we are behind the community in returning to in person programming. Does anybody else have anything to add, related to my comment? That's my observation.

Dee Ratterree:

Laura does.

Irit Granger:

Jamie has had her hand raised for a long time.

Dee Ratterree:

Oh, I'm sorry.

Jamie Cantoni:

Yeah.

Dee Ratterree:

Please.

Jamie Cantoni:

Just to clarify, what I was asking of the programming committee was, because we've already come up against some folks in recurring programming saying, "Well, gee. We're not sure if we want to be in person, or Zoom." And they want to know how long do they have to decide, and these other things. And that really impacts my staffing, and their schedules, and what's being asked of them. That's what I was asking, just so that I was clear.

Ellen Archer:

And to that point, is there a way to figure out a number of people who've signed up, where it makes sense to do it in person versus, "All right. We're going to Zoom." Because, in fairness, there are a lot of programs that I saw in that report, and it's hard to support all of them well. And if some are going to be really well attended, great in person. But if there are five or six people, it probably would be easier to do it by Zoom. So, I wonder if there's a lens we could look through to determine which way to go.

Jamie Cantoni:

I agree, in some cases, that that is possible, but I don't think that's for us to discuss here tonight. That was just something that I was asking. But thank you.

John Ehrenreich:

I guess I just still being puzzled in terms of what it is that the programming committee can do in this context. It seems like, if I'm hearing the sentiment on the board, and the reproach of the sentiment in the community accurately, the sentiment seems to be that the default position is that face to face is fine, unless a particular activity, whether it's a recurring one or a one-off, for whatever reason it defers to remain by Zoom, or to be by Zoom.

If it's a recurring group, whether it's a new one or an old one, whoever is organizing that group, or whoever the liaison is for that group, they have to decide together with the people who are in that group, that the position of the COVID committee is that it's okay if they want to face to face. So, I'm not sure what [inaudible 00:44:44] is by way of, unless we wanted to come up with something pursuing Ellen's motion, that says when meetings are more than seven people at a time, it should be by Zoom. Or something like that. And basing it not just simply on keeping the meeting convenient, but that a larger meeting doesn't have a larger risk. Even though you can upset that policy, [inaudible 00:45:10]. But otherwise it seems like the default position is face to face is fine, unless there's a particular reason that a particular program wants to be by Zoom.

Jamie Cantoni:

Yeah. John, let's discuss this outside of the board meeting, and I'll give you the details and it might make more sense.

John Ehrenreich:

Okay.

Jamie Cantoni:

Thanks.

Mariya Hurwitz:

Okay. This is to try to close the door on the pieces of this that we can clearly close the door on. My understanding, from my yoga students, is they would like to return to in person. So my plan is to communicate to them that, with the first Friday in November, we will return to yoga in person. My understanding from the Mahjong players, and the trustees that represent that group here, is the same thing. Only that that's much sooner, because they can begin immediately. They don't have a constraint, like I have with yoga. And Jamie, I know you want to talk to John separately about this, or the programming committee separately about this, but it sounds like your point people for your book discussions, we need to have a conversation with them, and they need to make a decision based on

their groups that they participate with. And I think that covers our recurring... Does that cover? Right? Yoga. Mahjong. Classic and regular book discussion. Is there another recurring I'm not remembering? Yes, Laura.

Laura Jagodzinski:

The writers' group is another regularly recurring program.

Mariya Hurwitz:

Okay. So we'll need to have a conversation with the writers' group, Jamie, then, as well.

Laura Jagodzinski:

And there was song swap. I'm not sure what the status of that is, if they've moved permanently to the JCC, or what? But I think that's worth a follow up conversation.

Jamie Cantoni:

There are several others, and we are pursuing them. It is on our list. There's also the cookbook club, and the knitting club, and...

Mariya Hurwitz:

Okay. Well, I think, John, do you have closure on the topic for now, knowing that you're going to have a follow up with Jamie?

John Ehrenreich:

Well, I will follow up with Jamie, and try to figure out what the issue is, or if there is an issue that requires program committee guidance.

Mariya Hurwitz:

Okay. And I believe, Laura, Barb, Mahjong starts up tomorrow?

Laura Jagodzinski:

That's my understanding.

Barbara Ireland:

Yes.

Mariya Hurwitz:

Okay.

Barbara Ireland:

Yes.

Mariya Hurwitz:

All right. Okay. All right, any other comments on programming? Or COVID? I guess we were really in COVID, and it turned into programming. Any other questions? Comments?

Okay. All right. So next, under unfinished business, were the strategic plans. They were... Each team lead sent out their updated document, closing out what was accomplished in the last fiscal year. What the goals are for this coming fiscal year. Lauren sent hers separately, so hopefully everybody saw that.

I just want to note that I'm taking over the flexible space team, being the team lead for flexible space for Dee, so that I can free her up a bit to focus on being the fundraising chair. Thank you for that, Dee.

Lauren and Laura are team leads for several of the strategic plan teams, and we do need to find team lead replacements for them. I'm asking Lauren and Laura to help try and find your replacements, if possible. Just because I've got a lot on my plate, and if you could try to find people to take over for you, that would be fabulous so that you can begin transitioning. Just let me know if you struggle to find somebody to take over. Hopefully you do, and you just let me know who that is.

Also, these strategic plans are meant to be a guide for us, and what we focus on for priorities. As a team lead, you are not responsible for executing everything on your strategic plan, and you shouldn't try to execute those items yourself. Look for partners on the board, based on what you know people are good at, or are interested in.

We also have budget season starting for the '23, '24 fiscal year. Jeff, Jamie and I will be working, starting in December, on getting the drafts of budgets, which as a board we all have to dig into, and review, and approve. But the point being, if you're a strat team lead, and you have an investment that's part of your strategic goals for the upcoming fiscal year, that money should be budgeted for. You should try to get that money budgeted for us. So you need to share that information with Jamie, Jeff, and myself so we can put it in for the proposed budget.

Okay. Questions on strat plans. Laura.

Laura Jagodzinski:

Laura J. When do you need any budget requirements for strategic plans for this fiscal year?

Mariya Hurwitz:

For the upcoming fiscal year, for '23, '24, if you could get those to us in the first half of December. So let's say, December 15th.

Laura Jagodzinski:

Thank you.

Mariya Hurwitz:

And your request for them doesn't mean you get the money, unfortunately. It just means that it comes into the pool of items that we, as a board, look at, and we have to align on our budget internally first. Then it gets presented to the town. Then it has to go through several committee meetings with the town. And then it has to pass the town vote, ultimately. But if you don't get it in there as a proposal, it's not going to make it any further.

Yes, Laura.

All right, come off mute, please.

Laura Jagodzinski:

For the current team leads, or future team leads, what's worked well in the past is to break up a project. If a project needs funding, to break the project up into one fiscal year to develop your estimates, and

put them into the budget. And then for the next fiscal year is to implement them, assuming that you got the budget approved. So, this was just the technique we used on several of the projects, and it worked pretty well. That was it.

Mariya Hurwitz:

Thank you. Anybody else have questions, comments on strategic planning.

Okay. All right, Laura. I'd like to turn it over to you for an update on the annual meeting preparations, annual members' meeting preparations.

Laura Jagodzinski:

Yep. I got it. I just need to unmute. Get the cursor from one screen over to the other screen.

I talked with Mariya, and since I didn't get all of this in, in advance, and because the meeting is coming up close, and there's several things that are happening next week, Mariya asked me to go through the details today. I'll try and make it as quick as I can.

I want to start by saying that Mariya and I want to thank Dee and Barb for their editorial help. We had lots of messaging that needed to be created. The grammar queen has checked this out. I also want to thank Jamie and Julia for their back office plan execution.

So, here's what's happening in terms of communication plan. The meeting will be in person on Friday, October 7th, at 7 PM. If you don't have that on your calendar, I'll make sure I update the board calendar. If we have to go remote, due to a change in public health conditions, a decision will be made and registrants will be notified on, or before Wednesday, the 5th.

The purpose of the meeting is to report to the members on what's happening at the library, and for the members to elect trustees. So the folks that have been nominated will be present to the membership for election. September 1st, the save the date was published in the paper. The newsletter went out on our website. And the purpose of that was to give folks an opportunity to become a member, and therefore entitled to a vote before the meeting. You needed to be a member as of September 11th in order to vote at the meeting.

On September 15th, this is a big day for us, and a lot of work on the staff's part, as well. We will be announcing the meeting officially. So the website will be updated. There'll be a button on the home page that you can go to, just like we have the fundraising button, or the About button. It'll bring you to a landing page that will have all of the information related to the meeting. Things like the agenda, the proxies, frequently asked questions. There'll be a banner, and there'll be references on the website to get you to the landing page.

There'll be press releases in the paper. There'll be a weekly blurb in the library events section in the Tribune, through October 6th. There'll also be social media posts.

In addition, on the 15th we will be noticing all members that are entitled to vote. We'll be doing that via email. If we don't have an email on file, or if an email comes back as undeliverable, we will be sending a postcard.

There'll be a newsletter also going out on September 23rd, as a reminder.

On Wednesday, before the meeting, that's on October 5th, an email reminder will be sent out to all individuals who have registered for the meeting. And I'll talk about the registration process in a minute. And then the last thing on the communication plan is, we're targeting around October 4th to post the results of the meeting on the website, and in social media, and for a press release.

So that's a run down of the communications plan. Any questions on communications plan?

All right. So then on processes. So, voting. Members that are entitled to vote, they may vote in person at the meeting, or they may submit a proxy vote via a completed proxy. That needs to be submitted to the library before October 4th, at 7 PM. This was first done for remote meetings, because people weren't going out. And we have decided to keep this in place for those people that don't necessarily want to come out, or they're not around and able to attend, but still gives them an opportunity to vote. So, it's sort of like an absentee ballot.

On a daily basis, Jamie will log proxies that come into the library. And then, on October 5th, Barb and I will record and tally the votes. We're looking for someone other than a trustee, or staff to participate and observe that process. So that has not been finalized, yet.

Registration. We made a decision to ask people to register for the meeting. It is not required. If somebody doesn't register, they can come to the meeting on the day of the meeting. But we're asking people to register for two reasons. One, it'll help us get an idea-

Laura Jagodzinski:

...Asking people to register for two reasons. One it'll help us give an idea as to how many people there are coming. It also gives us an opportunity to email registrants with their membership status, to let them know they are entitled to vote or that they became a member after the record date. And in order to vote, they'd have to wait until the next year or they're not a member. And that will help us avoid any surprises at the check-in process. The night of the meeting, we will be using the online registration using our donor management system, same kind of process as we did for selling the golf tickets or the tickets for the soiree. There's no price, but we're using that to help us register individuals protocol.

For voting and for being recognized by the speaker, we are using a raise of a card in order to cast your vote and to be recognized by the speaker. When folks check in, they'll be handed a card and it will be explained as to how to use the card. There'll be a different colored card for each membership status, so that we understand those members that are entitled to vote in person; versus those members who've already casted cast their vote via proxy; people who are members, but not yet entitled to vote; and non-members. After the meeting, there'll be a meet and greet, giving our members the opportunity to meet Jamie and the staff. Julia will be helping us check in people after the meeting starts. So that's kind of a quick rundown of the meeting. Are there any questions on that? Yes, Mandy.

Mandy Croasmun:

It's Mandy. Just a quick question. So just to clarify the window to register, to join the library, to become a member has already closed? No one can do it now?

Laura Jagodzinski:

That is correct. You can still join, but you won't be entitled to vote at the meeting.

Mandy Croasmun:

Okay.

Laura Jagodzinski:

I will be putting together an update for everybody and sending that out via email. There are a couple of key points that I'm going to ask. So this is kind of like a recap. Please look out for my email regarding the meeting,. I will include links. I'm meeting with Jamie and the staff tomorrow to go over the website and look at the links and make sure everything's okay. Once that's done, I'll send it out to the board so that

you can all kind of get familiar with it. I'll ask or encourage you to read the frequently asked questions and familiarize yourself with the website, just to help us with voting.

It would be preferable if you all could submit a completed proxy. On the day of the evening, please arrive by 6:30PM and we will need you to stick around till about 9:00PM. After the annual meeting of the members, there's the meet and greet, and then there's an annual meeting of the trustees. The agenda for the annual meeting of the trustees is for the trustees to elect the officers for the upcoming year. That meeting takes somewhere around 10 to 15 minutes.

Barbara Ireland:

One of the shortest-

Laura Jagodzinski:

I'm sorry? Barb?

Barbara Ireland:

I said, it's one of the shortest we ever had. Barbara. I just wanted to make the comment, Laura, that for people that have been to town meeting, this is going to be run very much the same way. You register. Your name is on a list. You get checked off. You go in and you use the card to show that you are a member of the town of Sherman to vote. And so this is very similar to that. And you did say you wanted us to vote by proxy ahead of time, is that correct?

Laura Jagodzinski:

It's preferable.

Barbara Ireland:

Or did I hear you say that?

Laura Jagodzinski:

Yes.

Barbara Ireland:

Okay. So if we had a question, we would get the color of the proxy card, right?

Laura Jagodzinski:

I'm sorry. I didn't understand the question.

Barbara Ireland:

In other words, there's a color for those that are eligible to vote and there's a color for those that are not eligible to vote.

Laura Jagodzinski:

Yes.

Barbara Ireland:



But there's no separate color for proxy, right?

Laura Jagodzinski:

That is correct. Well, so it's-

Barbara Ireland:

It's just that you're eligible to vote.

Laura Jagodzinski:

No, no, no. I'll clarify. If someone is entitled to vote at the meeting and they have not submitted a proxy, they'll get a green card. If somebody voted by proxy, then they would get a yellow card. If somebody is a member after the record date, they'd get a blue card. And if somebody is not a member of the library, they would get a white card. Does that answer your question?

Barbara Ireland:

Thank you.

Laura Jagodzinski:

Jamie, you had a question?

Jamie Cantoni:

No, I was just agreeing you Laura.

Laura Jagodzinski:

Okay. Lauren?

Lauren Kenney:

This is Lauren. How and when do people get the proxies?

Laura Jagodzinski:

Good question. So on 09/15, when the library is updated, all of the information will be available on the website, the proxy will be on the website. It will also be at the library. Excuse me. The notice that goes out via email will... It's basically crafted from the press releases and it will have a link to the proxy.

Lauren Kenney:

Thank you.

Laura Jagodzinski

And the e-newsletter will also say, "If you want to vote by proxy, here's the link and here's how to get the proxy." So you can just click on the link and it'll get you to the proxy. Okay. You had a question?

Irit Granger:

My question was the same as Lauren's.

Laura Jagodzinski:

Okay. Any other questions? All right. That's my list. Thanks, Mariya. Thank you everybody.

Mariya Hurwitz:

Thank you, Laura. Lot of behind the scenes work happening on this and thank you.

Laura Jagodzinski:

Yes, it's not the secretary's job.

Mariya Hurwitz:

Okay.

Laura Jagodzinski:

In case anybody was curious.

Mariya Hurwitz:

All right. So next on the agenda is the board service agreement, which also requires a vote. John worked on edits based on trustee feedback several months ago. I actually am looking at it over the weekend, had just two minor, more grammatical kind of edits, nothing content wise, but I'm wondering if anybody else, for the trustees, has feedback, questions, comments regarding the board service agreement? Ellen.

Ellen Archer:

So I know that there isn't an official give-get for the board members, but there are certain financial expectations. And I'm just wondering whether we should be more upfront about them so that no one who signs on is surprised. So for example, there's a certain expectation that we will attend the wintry mixer fundraiser. And those tickets are \$125, supporting the golden ticket books, which are... I don't know. Laura and I were talking about this today. I don't know if they're \$100 or \$200. There really is kind of a minimum \$500 financial commitment, and it's not really spelled out on the agreement. And I just feel like, in fairness to anyone who signs on, they should be aware that there is an expectation whether they raise it or give it. And I think we're kind of hiding that.

Mariya Hurwitz:

This is Mariya. I've just got the agreement pulled up now. And I know there's a bullet. Oh, okay. So bullet number 11, which says be a member of the library, which we know costs something, but there's no minimum to be a member and financially contribute to the best of my ability. So it sounds like you're saying that it doesn't quite cover what the reality of the situation is and should we spell it out, or alternatively, should... And we've had these conversations in the not too distant past. Should we change our expectations? Should we not make it a requirement to attend an event? I see a lot of hands raised. Mandy, go ahead.

Mandy Croasmun:

Sorry, I know, trying to find that mute button.

As someone who's been newly brought on, I do feel like it was in verbal conversation explained. So there is, I think that aspect that takes place as well. In addition to this, the only thing that I might say is that if

you go to bullet point four, I have the printed copy, that's in my big handbook, so if that's the most current. Right above where you just quoted Mariya, it says prepare for and attend 70% of the meetings. Maybe it would just be better to clarify that you are expected maybe to participate and attend the fundraisers. I'm not sure if that's a line item, as I say that. But maybe that would kind of help meet what Ellen is saying, is that maybe make it more direct that you are expected to attend a possible and support, maybe the fundraiser events, in addition to attending a certain number of board meetings.

Mariya Hurwitz:

And there's also, I'm just noticing, this is Mariya, bullet number 10 in that same paragraph. Participate in as many library fundraising events as possible, so it could belong there as well. Participate in and purchase a ticket for or sell tickets to. So that might be another place that we might build that out a little bit. John?

John Ehrenreich:

Yeah. There's an older version of this, which sort of triggered off this discussion, which had very prescriptive language about board members are expected to make this no lower than their second highest priority for giving, and some things like that. And there were some objections to that, which is the backstory in the current version.

And Dee and I made most of the proposed revisions and we purposely tried to make it vague because we wanted to make it clear, from our perspective, that there is not a financial barrier to somebody becoming a member of the board. If we think that they would be a helpful board member, that it should not be something where, unless you can afford \$500 or whatever it would come out to, that then you, and preferably a lot more, that you therefore shouldn't really be considered to be on the board. So we very consciously left it open ended, and that language of "as much as you can" and the 70% attendance, it really included coming to board meetings. It wasn't fundraisers, particularly. So we were very purposely trying to make it vague.

Dee Ratterree:

Yes, we were. I agree. We worked on that because you could lose a really great person by intimidating them with the notion they might have to spend \$500 to be on the board. That was Dee, sorry.

John Ehrenreich:

Yeah. That was John before that, sorry.

Mariya Hurwitz:

M

arie, go ahead.

Irit Granger:

I have to say that we've had a lot of grumblings from people who recently came on the board that had not been sufficiently apprised about how much support we expected from them. And bear in mind that we're not asking people to give \$500, or whatever the amount is, if they can't give it, they really need to know that we expect them to help get it from other people. Fundraising is a key part of every trustee's responsibilities, seems to me. And I think that should be made clearer.

Dee Ratterree:

Take it, John. Take it, John. This is Dee.

John Ehrenreich:

This is John. The problem... There is a problem. Yes, on the one hand fundraising is an essential part of the duties of the board, but not everybody is positioned to participate in fundraising to the same. Not everybody themselves has resources. Not everybody in the community has their friends, people who have their resources and, yet they still may be useful members of the board, particularly in other kinds of ways. So if there is something to sell tickets for, should they try to sell them? Of course. If they can't sell them, is it nice if they buy them themselves, if they can afford it? Sure. Are there other ways of providing resources for the library? Yes. But to create it as something that's overly firm is problematic. And the language that we chose was to the best of their ability. It was not with a hard number or something that created an internal pressure that there should be above a certain number.

Dee Ratterree:

This is Dee. We don't want the board to look like the elite, rich people of Sherman. We want it to look like Sherman.

Ellen Archer:

And this is Ellen. I'm all for making it look like Sherman. I think that's great. And I hear what you're saying, but there is that expectation. I was sitting there and people were like can you sponsor this? Or can you sponsor that? It is out there. So I guess I feel a little bit like it's disingenuous to say, "We're happy with whoever has great skills. They don't really have to raise money," because I think honestly, that is kind of the expectation, as Marie points out. That's part of a board's responsibility is to fundraise. So if it's, whether they get it or give it, there should be probably a minimum so they're not blindsided, because I feel like some people might be surprised to find that there is that pressure.

Dee Ratterree:

Take it, John.

Mariya Hurwitz:

Let's go to Barb. Barb has had her hand raised.

Barbara Ireland:

Barbara.

Yeah. I think there's two different kinds of participation. I think there's an expectation that everybody has to help put an event on because that's a very large responsibility that the town expects of us to raise a certain amount of money. So people who can't give us much money certainly can contribute by helping run an event or work at an event. That's one way to participate. So maybe in number 10, we should also say they can also give to fundraising events to the best of their ability, to make it clear that we don't expect them to give \$500 to everything that happens. They can work. I think we ought to distinguish the fact that they can work to participate. And if they want to give something, they should give it to the best of their ability.

Dee Ratterree:

This is Dee. I agree. And I think it should even be somehow, this is going to... John, you got to write this, but service equals money. If you give me your time to run this event, because you can't afford the \$250, you're worth it as far as I'm concerned. That was Dee.

Jeff Matusow:

This is Jeff here. I want to agree with Ellen, that I completely understand it should be to the best of your ability and that language, I understand that. But I also felt like when I joined the board, that there were a bunch of financial expectations that had not been laid out. And so while everybody who joins the board is joining free will, they're choosing to do this, I think that some... It's not necessarily a minimum, but I think a number should be thrown out there. This is an expectation of approximately, around more or less, because there is pressure, even though it's phrased as "to the best of your ability." There is pressure. It's subtle, but there's pressure to participate. And I think a number would be fair.

Mariya Hurwitz:

This is Mariya. Oh, sorry. Real quick. Jeff, are you suggesting a number that is either give or get, or give?

Jeff Matusow:

No, I think what Ellen was saying is that... I didn't tally it up, but with this event and that event and whatever, that it's around \$500, that it could be... It doesn't have to be that you must give, but expectation is that a trustee is going to donate or spend approximately \$500 a year, it is annual, a year, in their role, across these various-

Mariya Hurwitz:

This is Mariya again. I'm not personally comfortable making the requirement for \$500. There are certainly-

Jeff Matusow:

No, I don't think it should be a requirement. I'm just saying, I think-

Mariya Hurwitz:

I'm sorry. You didn't say it as a requirement, I'm sorry.

Jeff Matusow:

I just think we should say expectations are in that range.

Mariya Hurwitz:

You didn't say requirements, sorry. I was putting the wrong word in your mouth. I can't think of another word other than... I don't mean requirement. I mean expectation or to the best of your ability. But I wouldn't feel comfortable even saying \$500, for example, to the best of your ability. But I'd be more comfortable if we said approximately \$500, through either fundraising activities or donations, but I would not want to say \$500 of donations. That's my personal opinion.

John.

John Ehrenreich:

This is John. First of all, I agree very strongly with these formulation before that the board ideally looks like, or at least feels like it looks like the community, and not the elite. I think we do have a two part process in which board members are recruited. They are interviewed by the nominating committee, and I think it's perfectly appropriate in the course of those... Not only appropriate, but I think that the nominating committee should be instructed as a standing policy to explain that the board plays a key role in fundraising. And that involves individual responsibility, typically done through finding people in the community, finding donations, selling tickets and the like, or contributing themselves. Although other kinds of contributions, such as doing work on a fundraising project are also possibilities.

So I think that it's... I hear Ellen and Jeff saying that they feels as if there was a kind of misleading. And I think that that misleading piece can be addressed by the process in which people are brought onto the board, in which both the kind of obligation, but also simultaneously the softening of the obligation in terms of individual needs can be made clear. But I think in terms of the formal document, that it's really important that we not set a literal dollar kind of standard.

Mariya Hurwitz:

Thank you. Dee?

Dee:

This is Dee. Josefina does a humongous amount of work with Laura. Humongous. And while we were out there selling her fabulous stuff, I said, "Josefina, why aren't you on that board?" And she said, "I can't afford it." I'm sorry. I hate that. I hate that. She looks like crazy with Laura. The end. Goodbye.

Mariya Hurwitz:

Ma  
rie?

Irit Granger:

I think that John, you're right, that the interviews should make mention of the kind of expectations the board has for fundraising. But I think exactly what you just said. If you had had yourself, on record, I think that could be a bullet in these guidelines that will also be reinforced during interviews, which is not that, and you don't have to put a monetary number on it. I'm not sure I'm in favor of that either, but to indicate that trustees are expected... Well, there's a strong expectation to participate in all fundraising activities, whether as direct donors or as fundraising solicitors, or as participants in fundraising activities. You can make it general, but I just think it should be specifically mentioned.

Mariya Hurwitz:

This is Mariya. I have a question of our newest members, newest soon to be trustees, Mandy already spoke to it, but Petey and Joanna, did you feel like this topic was addressed with you during your interviews?

PD Villarreal:

Well, certainly not explicitly, but having been on other boards in the past, I understood that there would be some sort of financial obligation, some sort of financial commitment expected. So I was not at all surprised by this discussion or by the discussions we've had earlier about fundraising. My own view is that I just don't see how a modern board can function without at least an implicit, but direct statement

that there will be a financial expectation on the board. I just think that it's a key obligation and of being a modern board member in my view.

Mariya Hurwitz:

Thank you. Joanna?

Joanna:

Yeah, I would say that fundraising came up as a topic, in terms of my experience on a fundraising committee, related to my daughter's school. So I thought it was more... I took it as what I could offer, in terms of my expertise in raising money in the community, but not necessarily a strong personal obligation.

Mariya Hurwitz:

Yeah, thank you. And this is really... I'm on the nominating committee, so I participated in the interviews with each of you. And we did intentionally, as John mentioned before, we're trying to pull away from saying, there's a requirement to give, especially a requirement to give a certain dollar amount. We don't want to say that. So we intentionally pulled away from that, but tried to address the issue of that, there is this expectation that you will do fundraising.

I will say that when I was recruited for the board, one of the people who was interviewing me said, "It's very expensive to be a board. I'm just telling you that up front." As blatantly as that, but no dollar amount, but just, "It's expensive." And I don't think we want to send that message because I do think, to what several of you said, we're going to miss out on some really hard working, super smart people that just aren't in a position to give financially. They've got young families, whatever the situation is, doesn't matter. They're just not in the position to give and we'd be missing a lot of talent. So yeah. Mandy?

Ellen Archer:

I just want to go on record that I think the way Marie just said it was perfect, the way she worded it and everything. If you were to expand bullet 10 to kind of specify either through your personal donation or through your fundraising abilities or support of the event. I don't know how everyone feels, but I feel like that is more straightforward, but it also allows for you don't have to actually do the personal donation if that doesn't work, but there is an expectation to tell your neighbors, tell your friends and recruit people. That is a real expectation of this board. So maybe just... The way Marie said it was almost perfect. If you want to consider just advancing that language to address it that way. Just wanted to add to that.

Mariya Hurwitz:

Thank you. I don't see any other hands raised at the moment. I feel like, John and Dee, that this probably... We're not ready to vote, that you need to maybe go back and work on some language for bullet 10. Again, I don't know. I guess I'll just ask Laura, if you agree, Laura, that that's the smart way to approach this, instead of voting on it, instead of pulling together some quick language right now and conducting a vote? I don't think that's efficient or necessary.

Laura Jagodzinski:

I don't think we're in a position to define a motion to vote on. I think that there's work to get done, so I would say yes, that makes sense. There is one thing I would like to add. I think it would probably be a

worthwhile exercise, just for a group of people to get together and say, "Well, what do we think the expectations really are?" Cause I don't know-

Laura Jagodzinski:

What do we think the expectations really are? Because, I don't know that we've really ever done that. And to look at it not just in terms of monetary, but in terms of time. I didn't understand any of that when I came on the board, and it was you waited until an event to say, "Oh, and I need to do that", or, "Oh, and I need to do that." And I think it would be worthwhile even if it's just as an exercise for our own benefit to be clear, and we're all on the same page as to what we really expect in terms of time to run the board, participate on committees and participate in events. Only part of it is buy five tickets, get somebody else to buy five tickets. It goes way beyond that. And I think the service agreement doesn't have to be so granular, but I think going through that exercise would help us in a conversation with people when we go through interviews and say what's really expected.

Barbara Ireland:

I agree. Mariya, this is Barbara. Would you like a motion to table this item until the October meeting?

Mariya Hurwitz:

That would be great, Barbara. Thank you.

Barbara Ireland:

I move to table the vote on the... Where is it? The board service agreement until the October meeting.

Dee Ratterree:

Second. Second.

Barbara Ireland:

All in favor.

Mariya Hurwitz:

Do you need [inaudible 01:29:01] for this one Barb?

Barbara Ireland:

Pardon?

Mariya Hurwitz:

Maybe do-

Barbara Ireland:

Unanimous consent. You can ask if there are any objections. If there aren't, then you can move it to, or we can vote if that makes it clear.

Mariya Hurwitz:

Are there any objections to tabling?



All right. So moved. Thank you. All right. Next up is the liquor liability memo, which was also in the board package. This is Mariya, sorry. The liquor liability memo. So Laura, I had drafted a document, I don't know, over a year ago, maybe a year and a half ago, Laura took it, edited it extensively to make it accurate and current, et cetera. So what was in the board packet is the latest draft. And I've reviewed it. Laura and I did some last edits. So I've seen. I'm in support of this final, latest draft. I'm good with the language in it. Does anybody else have questions on the liquor liability memo policy? Go ahead, Laura.

Barbara Ireland:

I have one question, Barbara. I'm going to ask about the wine. Can it be included in an auction? And I don't know if there's a difference between an auction and a raffle. And the reason I'm asking this is because the Treasure Chest at the Gala has usually been a huge basket of wine. And the Treasure Chest, you buy individual tickets for or keys and if your key opens the chest, then you win the basket. Now that's probably not an auction. It's probably a raffle, but I was hoping maybe we could do that again under this phrase. It says wine can be included in an auction.

Mariya Hurwitz:

Yes, this is Mariya. It has in the past been a raffle. We can no longer do that, because we now know the law regulations on that. But Jamie, was it you? Somebody else suggested perhaps doing the chest as an auction item. Was that you? I'm trying to remember who brought that up as a possibility?

Jamie Cantoni:

No, there are several ways to include... So including beer, wine in an auction is its own separate permit. There's another way to include liquor in auction, but that's entirely different. And there is no way in the state of Connecticut that you can raffle alcohol. It's illegal. So if we're going to do the Treasure Chest, it can be all sorts of things, but it cannot be alcohol.

Laura Jagodzinski:

For one.

Mariya Hurwitz:

For raffle.

Laura Jagodzinski:

So this is Laura. So the memo was updated to include... So Mariya wrote this memo and then we expanded it based on the state regulations. And we also provided additional counsel. So in that memo are links to the state regulations. So as Jamie said, raffles cannot have alcohol of any kind, not wine, no alcohol at all.

There is an allowance for an auction of wine. No alcohol, just wine. So that was the purpose of that memo, so that we had the guidance for everybody to be consistent in following. It started out pretty much as focused on liability, but then got expanded to handle what the laws are.

Mariya Hurwitz:

Mandy, did you have your hand raise?

Mandy Croasmun:

So just as a question, not necessarily a workaround, but just a question. So we have several distilleries near us. Like Litfield distillery. If you were to auction off like a tour of the distillery that included receiving something when you got there, is that allowed? Or is it just simply something where the alcohol cannot be on the premises and handed to the person?

Jamie Cantoni:

In that event, we are not raffling off the alcohol or I'm sorry. Anyway, in that event, we are not auctioning off the alcohol, we're auctioning off the experience. I'm not suggesting that we necessarily do this, but since you bring up Litfield distillery, Litfield distillery has in the past created special craft batches of some of their spirits where if it's a limited edition run and they donated to us, say 15 bottles, we could say that for an X price, you can reserve a bottle, which actually has a value of \$175, but we'll give it to you for 125 of blah, blah, blah. That's the only way around it in terms of alcohol and an auction. I'm not suggesting we do it, but that's technically a workaround.

Mariya Hurwitz:

Or what Mandy was suggesting as an experience. You win the experience of going to the distillery. And what happens at the distillery is that's-

Jamie Cantoni:

That's their liability, not ours.

Dee Ratterree:

It stays in the distillery. What happens in the distillery stays in the distillery.

Mariya Hurwitz:

Stopped myself from saying it. But yeah, that's what I was thinking too. Erie?

Irit Granger:

I just wanted to say Mandy, that would be awesome if you could get some donations in that regard. The experience of whatever happens at a distillery, I think there's a huge interest in that. Thank you.

Mandy Croasmun:

Agreed. I just wanted to make sure it was allowed.

Mariya Hurwitz:

PD. Are you raising your hand? Oh, okay. No, that's okay. Did I see somebody else with their hand up a moment ago? All right. So I think we want to just have a vote to formally lock in this as a policy, as our... I don't know, is it a policy Laura?

Laura Jagodzinski:

It's really a guidance memo. So to categorize it, we've got policies and charters. So I put this under a procedure. So it's really procedural for hosting or conducting fundraisers. So I titled it the Library Procedure for Liquor Liability Guidance. So it's really providing guidance to the trustees in conducting fundraisers, where there is liquor involved.

Mariya Hurwitz:

Library procedure for Liquor Liability Guidance. I just want to make sure I write my motion correctly. Okay. All right. Erie?

Irit Granger:

I just wanted to reiterate that Treasure Chest does bring in a lot of money at the event. And I know we can't do the liquor anymore, which is a great shame because not only that Henry enjoys selling the keys and it becomes a little mini event, part of some excitement, but I thought Laura had a great idea as a replacement for that. And I would encourage you and Jeff to talk to her about it, which is more like a cash price.

Mariya Hurwitz:

Okay. We can take that offline, Laura.

Laura Jagodzinski:

Okay.

Mariya Hurwitz:

All right. So I would like to make a motion if there is no more discussion on the document. Okay. I make a motion that we approve the Library Procedure for Liquor Liability Guidance as presented. May I have a second? Dee, are there any opposed? Right. I approve. It's approved through unanimous consent. Thank you.

All right. New business section of the agenda. The record date for 2023 in your board packet, you have an explanation of what the record date is. Laura also spoke to it during her update on the annual members meeting. There is a proposed record date for 2023, which is September 11th, 2023. Are there any questions on record date? This should be a quick one. I make a motion that we set September 11th, 2023 as the record date for the 2023 annual members meeting. May I have a second? Erie?

Irit Granger:

Yeah.

Mariya Hurwitz:

Any opposed? Okay. Approved through unanimous consent. Right. Thank you. Next is the HVAC Control Panel discussion and vote in the board packet or Jamie's notes on the control panel options. Neither option is in the current fiscal year budget. So this requires a decision and a vote. Jamie, did you have a specific recommendation on which way to go? Which of the options to pursue?

Jamie Cantoni:

Yes. Luke's recommendation to us and I agree, is that we should go with the singular control panel. That's controlled via application. Basically since my first week, we've been having a problem with the two in one unit, which is a control panel and a touch screen that are married to each other. So if one portion isn't working, the entire thing needs to be replaced. But does anyone have any questions?

Mariya Hurwitz:

Jamie, just to be clear, it's Mariya. Your recommendation is the app that is controlled through the phone. Is that what I'm hearing? I just wasn't a hundred percent clear if that's what you were saying.

Jamie Cantoni:

Yes. Sorry. That was what I was saying.

Mariya Hurwitz:

And can you remind me what the dollar amount is of that one? I don't have all my screens up right now.

Jamie Cantoni:

Sure. The estimated dollar amount for that is 7,500.

Mariya Hurwitz:

Exactly? Do you recall if that included any taxes or was it all in 7,500?

Jamie Cantoni:

We don't pay taxes. And yes. Give or take a small amount, but that's what Luke said. This is something that he also has. He believes he has one in stock, which would mean that he wouldn't have to order it. So we're really talking about here is there's a control panel and then, there is an entry point in which we can control the control panel. And our current setup, those two entities are married to each other in a single device. And that would be a one for one replacement. The other option is we have a standalone control panel and then it is accessed and controlled through an application which has greater security measures, which has both elements. The standalone control panel and the app have greater longevity. They have more adaptability for different units, both later generation units and units of different proprietary sources.

Some folks may not know that our current system is an LG system. And anyone familiar with home appliances knows that if you invest in an LG piece of equipment, you can't get anyone to work on it other than an LG certified technician, which caused quite a lot of problems a little over a year ago for the library. And both this standalone control panel and the application can work with LG or they can work with other systems. And when our system needs to be replaced, if the standalone control panel is still in working order, it will not need to be replaced. Whereas if we were to do a one-for-one replacement, that system would have to be replaced.

And it also takes 12 to 15 weeks to order the one-for-one replacement system just so you're aware. So if you've seen my desk, you would realize that the workaround that we've been on is not actually viable. I have next to no working space on my desk. So that would be another 12 to 15 weeks of me not having viable workspace on my desk. I know it doesn't change the dollar amount, but it's just so you're aware.

Mariya Hurwitz:

Right. Comments, discussion questions, Laura.

Laura Jagodzinski:

So Jamie, the question I have is this is going to run, there's an app that you're going to download on your phone, and that is going to connect to the control unit, which is attached to our network. So my question is, if you are not in the building, it's Saturday and you're not working that day. How is the HVAC system controlled?

Jamie Cantoni:

It's controlled through this app. It can be accessed through my phone or through a tablet. It doesn't have to necessarily be mine. I would have admin login. I could create logins for specific board members or staff members that would not maybe necessarily have all the same controls that I do. This software would be on a different port on our network so that our security would not be compromised. And if for some reason, I got hit by a bus and somebody needed to override the air conditioning or the heating, someone else could log in and change that through the application on their phone or tablet.

Laura Jagodzinski:

Okay. So you mentioned, it can work on a PC, but if this is an app for a mobile device, I'm not understanding how it can run on a PC.

Jamie Cantoni:

So there's a lot of extra documentation. This is not my area of expertise, but Luke is very happy to answer any IT questions that you have relating to this and he has a lot of documentation, but it's my understanding that this would work just as our Lutron app works. If you'll recall that, we have installed for our outdoor lighting.

Laura Jagodzinski:

So in the interest of time, these are really questions on implementation just to make sure that we have the proper administration procedures in place. And the other thing, when we had the conversation with the networking technical folks from Bibliomation, and dealing with Lutron, we also said that we would look at it creating a separate VLAN when we decided to connect the HVAC to the same network as Lutron. So I think we need to revisit that as well. Mariya, I don't think that there's any cost implications to it. My only cost concern was, if we needed to have a tablet at the library for someone else to operate it, but Jamie's saying we don't need to do that.

Jamie Cantoni:

No.

Mariya Hurwitz:

PD did you have your hand raise?

PD Villarreal:

Yeah, I was just going to say, I think it has to be this remote application. That's where everything's going. We have it in our apartment in New York. Everybody has a cell phone and you can put it on your cell phone so that if you're traveling to the house, the house is the right temperature when you get there. Same thing will happen at the library. So I think this is really the way to go. I think we should need... This is the next generation and it'll be very useful for the staff.

Mariya Hurwitz:

Any other questions or comments? My only thing Jamie is, because normally I would make a motion that says we authorize an expenditure of no more than in this case, 7,500. I'm wondering if we should just put a little bit of cushion in there. 10% or something just to allow for the unforeseen, but let's do our best to keep it to the amount that we're expecting, which is 7,500. I would feel more comfortable

doing that, so we don't have to revisit this topic if the invoice comes in a little bit more. Does anybody have any comments related to that? Because what I would do is change my motion to be 8250 if instead of 7,500.

Dee Ratterree:

Good idea. This is D. I think it's a good idea.

Mariya Hurwitz:

All right. Great. Okay. So I do have a motion written. Let me read it and then I'll look for a second. So I make a motion that we authorize the expenditure of no more than 8,250 to replace the HVAC Control Panel using the app solution. This funding will come from the Vanguard investment account. Can I have a second?

Barbara Ireland:

Barbara seconds.

Mariya Hurwitz:

Barbara, thank you. Are there any opposed? Okay. So moved with unanimous consent. Thank you. Just make one note here. Okay. Next. This is Mariya again. Next up is the library window cleaning discussion and vote in the board packet are Jamie's notes on the window cleaning options. We had \$1,000 in the current fiscal budget. So this requires a decision in a vote for the additional expenditure whatever the amount is above the 1,000. Jamie, do you have a specific recommendation on which way to go?

Jamie Cantoni:

Yes. So this has been a terribly frustrating process. I had a terrible time getting window washers to even call me back when we were working on the budgeting process and through the spring. And I had talked to both CVG and All Clean. When I talked to All Clean, their estimate was more closely aligned to CVG originally, and they both provided quotes for both the window washing project and also the barn cleaning project post floor refinishing. And we decided to go with All Clean with the floor refinishing. I just have to say again and again, All Clean has dropped the ball with saying they were going to provide estimates within a certain timeframe and then, actually not even showing up for cleaning after the barn cleaning.

And then, Aiden was wonderful to us and included it at no extra cost. The final quote that they sent me reflects their apologies for dropping the ball so many times and still wanting the job. But I don't think that that amount of savings is worth putting ourselves at risk of not getting the job done yet again. I think it would be worth getting a third quote. Again, originally, All Clean's initial estimate was almost right on the mark with CVG, but if you'd like to go with CVG, that's great. But if you'd like me to reach out and get a third quote, I completely agree with that too. I've been tremendously disappointed with All Clean.

Mariya Hurwitz:

This is Mariya. I do find it shocking at the price discrepancy between the two. So I personally would love you to pursue getting a third quote. Are there any other thoughts on this? Erie?

Irit Granger:

Coffee Cleaners in New Milford. They're also very busy, but they're very reliable and I would urge you to contact them. They do window cleaning.

Jamie Cantoni:

What was their name again, Irit? I'm sorry.

Irit Granger:

Coffee Cleaners. That's spelled with the C-O-F-F-E-E and [inaudible 01:52:12] and they're in New Milford right on Route seven.

Jamie Cantoni:

Thank you.

Mariya Hurwitz:

All right. So I think what I'd like to do is make a motion to table this until Jamie can secure another quote potentially to be discussed at the October meeting. Okay. So I'd like to make a motion that we table the vote on the window cleaning expense until Jamie has secured at least one additional quote and can present it to the board at a yet-to-be determined date. Can I have a second? Irit, I saw your hand first. Are there any opposed? Okay. Approved with unanimous consent. Okay. The final item that is on the agenda is a vote regarding an additional fundraising expenditure, but we will come out of executive session to have this vote. Barb, do I need to do anything special to make that change or can we just make the change that we're moving things around on the agenda?

Barbara Ireland:

I didn't hear what you said you were going to do with the fundraising expenditure. Where are you going to put it?

Mariya Hurwitz:

Irit's going to do some talking about strategy in executive session and that strategy would result potentially in voting on an additional expenditure related to fundraising. So we would have to come out of executive session to vote, but we haven't been informed of the topic yet, so we can't vote yet.

Barbara Ireland:

Okay. I think you could just explain that this was a topic that we'll deal with after the executive session and move to go into executive sessions.

Mariya Hurwitz:

All right. Perfect. All right. This is Mariya. We're going to come back. We will move the agenda item for voting on an additional fundraising expense after executive session. So we're going to make a motion at 8:27 PM to move into executive session for discussion of strategy, staffing and trustee nominations. Second. Laura. Thank you. Okay. So I don't think we need to do anything. We don't have any public members on the call. PD and Joanna, you're free to drop as we move into executive session. I don't have any particular requests of you in this conversation, but if anybody else on the board wants to invite them in, feel free.

Barbara Ireland:

You need to stop recording.

Mariya Hurwitz:

Hello this is Mariya Hurwitz, it 9:05 PM and we are returning from executive session, and we have one final agenda item to vote on fundraising expenditure which I will make a motion to authorize the expenditure of an amount not to exceed \$1,200 to purchase canvas logo bags to be used as premier gifts for sponsorships and possible sale for fundraising. Can I have a second? Jeff thank you. Anybody opposed? All right, I approve with unanimous consent. But Laura did we lose somebody?

Laura Jagodzinski:

Let me check. Yes, we lost Irit.

Mandy Croasmun:

Yes, she said her computer was dying.

Mariya Hurwitz:

Laura what do we do?

Laura Jagodzinski:

Give me a second. We're okay, there are 11 trustees and divided by two is 6.

Mariya Hurwitz:

Okay, so approved. Thank you everybody. Oh, Irit is not here. Alright, so that concludes our regular agenda for tonight. I'd like to make motion that we adjourn the meeting at 9:06 pm. Oh Jeff, thank you. Approved. Thank you everybody, good night.