

THE SHERMAN LIBRARY

BOARD OF TRUSTEES

Minutes of the November 8, 2021 Regular Meeting
5:30 PM Remote via Zoom due to public health concerns surrounding the COVID-19 pandemic

BOARD MEMBERS:

Present: Henry Cooperman (Interim Treasurer; left early), Ro D'Ostilio, John Ehrenreich, Irit Granger, Mariya Hurwitz (President), Barbara Ireland, Laura Jagodzinski (Secretary), Lauren Kenney (Vice President), Jennifer Laviano, Caitlin Mandracchia, Jeff Matusow, Dee Ratterree

Absent: None

Quorum Present: Yes

Others Present: Ashleigh Blake (Executive Director Emeritus), Jamie Cantoni (Executive Director)

CALL TO ORDER: Mariya Hurwitz called the meeting to order at 5:37 PM.

REVIEW OF THE MEETING'S MINUTES: Jennifer Laviano and Jeff Matusow

APPROVAL OF PRIOR MINUTES: Laura Jagodzinski motioned, that if there was no objection, to approve the minutes from the October 11th Regular Board Meeting and the October 20th Special Board meeting through unanimous consent. There were no objections, and the motion was adopted.

EXECUTIVE SESSION - Staffing: Mariya Hurwitz motioned to move the meeting into Executive Session at 5:38, Dee Ratterree seconded the motion.

RETURN FROM EXECUTIVE SESSION: Mariya Hurwitz noted the return from executive session at 6:21 PM.

DIRECTOR'S REPORT: From the report that was sent in advance, Ashleigh Blake highlighted that programs have been well attended and that the barn painting is complete.

SECRETARY'S REPORT: Laura Jagodzinski asked if there were any questions on the Treasurer's report. There were none. Laura requested that the Trustees provide her any contact changes as well as feedback on the annual meeting to be incorporated into logistics procedures that she is developing.

TREASURER'S REPORT: In Henry Cooperman's absence, Mariya Hurwitz asked if there were any questions on the report sent in advance. There were no questions.

INVESTMENT COMMITTEE REPORT: In Henry Cooperman's absence, Laura Jagodzinski asked if there were any questions on the report sent in advance. There were no questions.

NOMINATING COMMITTEE REPORT: In Henry Cooperman's absence, Laura Jagodzinski asked if there were any questions on the report sent in advance. There were no questions.

FUNDRAISING COMMITTEE REPORT: Irit Granger, reported on activities of the committee. The Golden Ticket Raffle is December 4th and Irit asked for the enthusiastic support of the Board to help sell even more tickets and Barb reported that she is checking with the Town regarding a Trustee's eligibility to enter the drawing. The Committee has incorporated the strategic plan projects into their Charter and will present the final draft for approval at the January meeting. The Committee is drafting the 2022 fundraising calendar;

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Memorial Day Weekend - Women's Soiree, Book Sale, Soiree Redux, Biblio Blend Coffee. Irit reminded Trustees, that we need to identify someone to run the Book Sale

June - Duckfest: Historically before Fathers' day; Caitlin Mandracchia and Ro D'Ostilio volunteered to co-chair

July - Golf Tournament: Lauren Kenney is researching venues

Labor Day weekend - Books, Bags, & Baubles: need to meet to discuss viability of an event

October - Golden Ticket

December - Holiday Party and Silent Auction

PROGRAMMING COMMITTEE REPORT: John Ehrenreich noted that the Committee discussed conducting an online survey next summer to explore programming needs. The survey would be promoted through various channels, and the associated estimated costs (\$500) were provided for consideration in next year's budget.

UNFINISHED BUSINESS

COVID-19 UPDATE: Ashleigh Blake reported that there has been no change in protocols, there's been an uptick in Sherman cases, and that she will be scheduling an advisory meeting shortly.

AMERICAN RESCUE PLAN ACT GRANT: Ashleigh Blake reported that the outdoor charging stations have been installed and the Town inspected and approved the installation. She also mentioned that the outdoor benches were assembled and there are a few more items to be purchased.

STRATEGIC PLAN UPDATE: Mariya Hurwitz facilitated a discussion on strategic plan project. Items of note: Jeff Matusow volunteered to join the Nominating Committee; Caitlin Mandracchia is requesting an updated quote for AV in the Barn, and inquiring on costs for Barn acoustics and multipurpose room AV; Laura reported that replacing the multipurpose room table is tabled until budget discussions and possibly packaged with AV capability for an expanded/improved multi-purpose room; and Dee Ratterree reported that installing a floor to ceiling glass wall in the main room to address sound is not feasible as it will negatively affect airflow, and that she is looking at other alternatives to diffuse sound.

2022 CALENDAR: Laura Jagodzinski asked if there were any changes to the 2022 meeting calendar that was agreed to at the last Board meeting and then motioned, if there is no objection, to approve the calendar through unanimous consent. There were no objections, and the motion was adopted.

NEW BUSINESS

EXECUTIVE DIRECTOR TRANSITION: Jamie Cantoni reported that she and Ashleigh have covered a lot of information and that the transition as Executive Director is going well.

POLICIES: Mariya Hurwitz opened the floor for questions on the Code of Conduct Policy and the Materials Selection Policy that were sent in advance. The Code of Conduct policy was updated to address photography/videography related to 1st Amendment Audits and refreshed overall, and the Materials Section Policy was primarily updated to include a form to document the request for reconsideration. Questions on definition of non-public areas were addressed and Ashleigh Blake said that as Executive Director she received no requests for materials reconsideration. Mariya motioned, if there were no objections, to approve the Policies through unanimous consent. There were no objections, and the motion was adopted.

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PROGRAMMING COMMITTEE CHARTER: John Ehrenreich asked if there were any questions on the new Committee Charter that was sent in advance of the meeting. There were no questions. Mariya motioned, if there were no objections, to approve the Charter through unanimous consent. There were no objections, and the motion was adopted.

BUDGET PROCEDURES: Mariya Hurwitz reviewed the addition of an approval process for emergency expenditures up to \$2500 and asked if there were any questions. There were no questions. Mariya motioned, if there were no objections, to approve the procedures through unanimous consent. There were no objections and the motion adopted.

OTHER: Ashleigh Blake, in light of this being her last meeting, recognized the Board for all their support.

MEETING ADJOURNED: Mariya Hurwitz motioned to adjourn the meeting at 7:27 PM, John Ehrenreich seconded.

NEXT MEETINGS:

January 10, 2022 5:30PM Regular Board Meeting

Respectfully submitted,

Laura Jagodzinski
Board of Trustees, Secretary