

THE SHERMAN LIBRARY

BOARD MEETING JUNE 8, 2020

PRESENT: Ashleigh Blake (Executive Director), **Board of Trustees:** Elly Bockley, Karen Cardillo (President), Henry Cooperman, , Mariya Hurwitz (Treasurer), Barbara Ireland, Laura Jagodzinski, Lauren Kenney (Vice President), Dee Ratterree

ABSENT: Ro D'Ostilio, Irit Granger, Jennifer Laviano

MEETING CALLED TO ORDER AT 5:36 PM. The meeting was held via video/conference call due to the Library building closure related to the COVID-19 virus CT Stay Home, Stay Safe, Executive Order

EXECUTIVE SESSION: Two executive sessions were held to discuss a personnel matter. The first session was motioned by Barb Ireland, seconded by Lauren Kenney, and approved and attended by Elly Bockley, Karen Cardillo, Henry Cooperman, Mariya Hurwitz, Barbara Ireland, Laura Jagodzinski and Lauren Kenney. The second session was motioned by Elly Bockley, seconded by Laura Jagodzinski and approved and attended by all Trustees present.

REVIEW OF THIS MEETING MINUTES: Mariya Hurwitz and Henry Cooperman

APPROVAL OF PRIOR BOARD MEETING MINUTES: Laura Jagodzinski motioned to approve the May meeting minutes, Mariya Hurwitz seconded, and all were in favor.

DIRECTOR'S REPORT: Ashleigh Blake reviewed the Director's report that was sent in advance of the meeting. Ashleigh noted that starting on May 26th, staff started working in the library after a complete and thorough cleaning, remote children and adult programs are being well attended, staff performance reviews completed, budget was approved, and completed the annual report to the secretary of the state.

TREASURER'S REPORT: Mariya Hurwitz sent the Treasurer's report for April in advance of the meeting. There were no questions on the report.

SECRETARY'S REPORT: Laura Jagodzinski led a discussion on regular meeting start time. It was agreed to adjust to 5:30 to allow for executive sessions, when approved, to occur during the meeting.

INVESTMENT COMMITTEE: Henry Cooperman reported that the Vanguard account as of May 30th was \$888,786 (up \$40K from prior month), and as of today the account is \$945K which up 23% for the quarter. The Trustees agreed that Karen Cardillo will join the committee.

FACILITIES COMMITTEE REPORT: Ashleigh Blake reported that to prepare for staff to work on site, the building was thoroughly cleaned with a disinfectant used in hospitals. Weekly grounds maintenance started, and Ashleigh will be working on an RFP for ground maintenance (e.g., mow, mulch, clean beds).

NOMINATING COMMITTEE REPORT: Henry Cooperman reported that he will be touch with individuals regarding their interest in joining the Board and set up interviews as appropriate.

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MEMBERSHIP COMMITTEE REPORT: Ashleigh Blake reported that the Committee met on May 28 and the annual appeal will go out as a one-page letter after July 4th. The appeal to address our fundraising shortfall due to the pandemic and cancelling spring and summer fundraisers has been successful raising a little more than half of the lost funds.

WEBSITE COMMITTEE REPORT: Ashleigh Blake reported that the website development is progressing. The new website will be up by the end of June; additional functionality will be added in over time.

FUNDRAISING COMMITTEE REPORT: Lauren Kenney reported that the Library has reserved with golf club, Monday July 12, 2021 for the golf outing next year. The deposit made in February 2020 will be used to hold the date for 2021.

UNFINISHED BUSINESS

BY-LAWS, FOIA UPDATE: Laura Jagodzinski reported that Thomas Hennick from the Freedom of Information Commission gave the Trustees, via Zoom, an education session on the Freedom of Information Act. Laura provided an update on the by-law revisions and said she will be reaching out to Trustees for assistance on preparing the process for review and voting by membership.

TECHNOLOGY: Ashleigh Blake reported that the new website is still on schedule for the end of June; additional functionality will be added in over time. She is making progress researching additional digital resources and will have a proposal shortly.

NEW BUSINESS

CORONAVIRUS UPDATE: Ashleigh Blake reported that yesterday the state guidelines were published for Libraries to open on June 17. She will convene the opening advisory group to get feedback.

PERSONNEL MATTER: Barb Ireland motioned to approve the personnel matter proposal discussed in Executive Session, Dee Ratterree seconded and all present approved.

MEETING ADJOURNED: 6:48 PM. Karen Cardillo motioned to adjourn the meeting, Henry Cooperman seconded and all approved.

NEXT MEETING: July 13

Respectfully submitted,

Laura Jagodzinski
Board of Trustees, Secretary