

THE SHERMAN LIBRARY

BOARD OF TRUSTEES

Minutes of the February 12, 2024 Regular Meeting Held at the Sherman Library

BOARD MEMBERS:

Present: Barbara Ireland (President), Katy Osborn (Vice President), Amanda Croasmun (Secretary), PD Villarreal, Jeff Matusow, Irit Granger, Charlotte Rutsch, Dee Ratterree, John Ehrenreich, Christy Seewagen

Absent: Suzanne Telsey, Sharon Kleinberg (Treasurer)

Quorum Present: Yes

Others Present: Ashleigh Blake (Executive Director)

CALL TO ORDER: Barbara Ireland called the meeting to order at 6:32 PM.

Minutes

- Reviewers of this meeting's minutes (Barbara and Jeff)
- Approval of the prior minutes from January 8, 2023 (John and Irit)

APPROVAL OF PRIOR MINUTES: Barbara Ireland moved to approve through unanimous consent the minutes of the January 8, 2023 regular meeting. There was no objection and the minutes were approved.

Reports

- Director – Ashleigh reported that circulation stats are positive and adult and children's programs have been well attended. She reported on increased online borrowing and resulting cost increase for Hoopla. Ashleigh is in the process of collaborating with the Sherman Artists Association for future programming.
- Secretary – Amanda reported that Trustee binders had undergone some modifications to make them smaller, more concise, and more user friendly. We are discussing a variety of options to get physical and digital copies of the binders available to all trustees.
- Treasurer
 - Operating Budget – There were no questions on the operating report.
- Committees
 - Investment – Jeff welcomed Shane Bannon to the Investment Committee as a community member to replace Henry Cooperman. Jeff reported that the Investment Committee met and agreed to keep asset allocation at 47% equities and 53% cash and fixed income.
 - Nominating – There was no nominating report.
 - Programming – John reported that there will be a Programming Committee meeting Feb 29th at 1pm to begin drafting language for policies on photography, internet and social media.
 - Fundraising – Golden Ticket, Soiree
 - Dee and Ashleigh passed out ticket packets for all Trustee members to sell and a sign-up sheet with the dates when Trustees will be selling tickets at the IGA. They reported that the Golden Ticket fundraiser kicked off the first weekend in

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February and has already sold 46 tickets. The drawing will take place on April 1st.

- Amanda reported that Soiree planning is underway. Graphics have been selected and the communication plan and budget are being finalized. Charlotte graciously joined the Soiree team and has already jumped in getting involved. Reminder to the Trustees to promote the library as a location for those looking to donate estate jewelry, handbags, scarfs, belts, watches and sunglasses.
- Facilities – Ashleigh reported that a quote was provided for having the library carpets cleaned. That will take place in early June. Cracked tiles are being repaired in the bathroom near the barn, as soon as matching tiles are purchased. The parking lot will be repainted in early summer. Other items include painting additional rooms in the library, securing a new snow removal company after the previous terminated the arrangement and getting quotes for new cabinets to be installed in the library conference room.

EXECUTIVE SESSION

Trustee Vacancy, Staffing and Strategy:

Barbara Ireland motioned to move the meeting into Executive Session at 7:04 PM. Irit seconded the motion. All in favor. The motion passed.

RETURN FROM EXECUTIVE SESSION: Barbara Ireland noted the return from executive session at 7:15 PM.

Unfinished Business

- Grant Application from State of CT – Ashleigh reported that the library was approved for the Fiber to the Library Grant and we are waiting for the grant money to arrive. Novus Insight will be completing the actual work.
- Annual Appeal, Membership – Ashleigh reported that membership is up fiscal year over fiscal year as well as financial donations to the library. There was also a stock donation received that was valued over \$3,000.

New Business

- 2024 Budget Update – Ashleigh provided the budget timeline for presenting to the Sherman Selectmen. Trustees are asked to attend some of the meetings to show support for the library. The library is asking for an 8% increase primarily to cover increased maintenance costs.
- Announcement of next meeting of Board of Trustees – The next Board of Trustees meeting is March 11.

MEETING ADJOURNED: Barbara Ireland moved to adjourn the meeting at 7:25 PM, Dee seconded the motion. All were in favor. The motion carried.

NEXT MEETING:

Regular Board Meeting: March 11, 2024, at 6:30PM