

THE SHERMAN LIBRARY

BOARD OF TRUSTEES

Minutes of the April 19, 2021 Regular Meeting
5:30 PM Remote via Zoom due to COVID-19 CT Stay Home, Stay Safe, Executive Order

BOARD MEMBERS:

Present: Elly Bockley, Henry Cooperman (Interim Treasurer), Ro D'Ostilio, John Ehrenreich, Irit Granger, Mariya Hurwitz (President), Barbara Ireland, Laura Jagodzinski (Secretary), Jennifer Laviano, Dee Ratterree

Absent: Lauren Kenney (Vice President)

Quorum Present: Yes

Others Present: Ashleigh Blake, Executive Director

CALL TO ORDER: Mariya Hurwitz called the meeting to order at 5:37 PM. The meeting was held via video conference due to the Library closing related to the COVID-19 CT Stay Home, Stay Safe, Executive Order.

REVIEW OF THE MEETING'S MINUTES: Dee Ratterree and Barb Ireland

APPROVAL OF PRIOR MINUTES: Laura Jagodzinski motioned to approve minutes from the March 8th regular meeting and March 29th special meeting, Ro D'Ostilio seconded the motion and all approved.

EXECUTIVE SESSION - Trustee Vacancy, Staffing: Mariya Hurwitz moved the meeting into Executive Session at 5:39 PM and ended the session at 6:29 PM.

DIRECTOR'S REPORT: Ashleigh Blake highlighted items from the Director's report that was sent in advance of the meeting including robust programming and attendance, high interest level in travel programs, replacement of some light sensors, continuing issues with compressor #1, and strong response to door-side pickup.

SECRETARY'S REPORT: After successfully testing forwarding slboard@biblio.org email to the Compliance Officer, Secretary that Laura Jagodzinski will update the slboard@biblio.org email procedures for Board approval at the next meeting. Also for the May or June meeting, there will be an update to the Committee procedures on Notices, Agendas, and Minutes.

TREASURER'S REPORT: Henry Cooperman, Interim Treasurer, reviewed the financial reports and noted a reduction in total assets due to increased accumulated depreciation, and a write-off of old building fund pledges not received. While income/membership/supplies are up and heat/electricity costs are down.

INVESTMENT COMMITTEE REPORT: Henry Cooperman, Committee Chair, reported that the balance of the investment account at the end of March is \$1.085M which is up 8% since 12/31/2020 and \$63K from the end of February.

NOMINATING COMMITTEE REPORT: Henry Cooperman reported there is nothing new to report.

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MEMBERSHIP COMMITTEE REPORT: John Ehrenreich, Committee Chair presented new membership levels that were chosen to represent a diverse group authors strongly associated with Connecticut: Mark Twain Society \$2500, Harriet Beecher Stowe Patrons \$1000, Eugene O'Neill Guild \$500, Ann Petry Circle \$250, Malcolm Cowley Club \$100, Maurice Sendak Friend \$50, Other \$__. After discussion, John Ehrenreich motioned to approve the new membership levels, Mariya Hurwitz seconded and all approved with the exception of Jennifer Laviano who had stepped out of the meeting before the vote. John Ehrenreich mentioned other efforts in progress: welcoming material for new residents of Sherman and new Library users, response cards for obtaining information in order to record member names when not specified with the donation, and assembling requirements for new donor/membership management software.

FUNDRAISING COMMITTEE REPORT: Irit Granger, Committee Chair gave an update on planning for the Golf Outing and presented the remaining fundraisers for 2021: Golf outing on July 12; Book Sale/Tag Sale (Bags & Baubles) on the weekend of August 14; Golden Ticket Raffle drawing on October 16 and the Holiday Party on December 4. After discussion Irit Granger motioned for the Board to approve the remaining fundraisers, Laura Jagodzinski seconded and all approved, except Henry Cooperman who had stepped out of the meeting before the vote.

UNFINISHED BUSINESS

LIABILITY UPDATE: Mariya Hurwitz reported that she and Ashleigh Blake met with the Library insurance agents to discuss liability coverage. Mariya documented and reviewed guidance (memo to be filed) for the Board when serving alcohol at Library events and discussion followed.

STRATEGIC PLAN UPDATE: Mariya Hurwitz presented an approach for implementing the strategic plan. There was discussion and agreement to proceed with assigning teams to each objective. Next steps are to build teams, for each team to identify successes/accomplishments and then to develop action items for the coming year.

WEBSITE UPDATE: Ashleigh Blake reported that the new, redesigned website is live. She highlighted the more user friendly interface, many of the new features and functions, as well as new tools and expanded digital resources. The feedback has been overwhelmingly positive from Trustees and patrons.

COVID-19 UPDATE: Ashleigh Blake reported she met with Trustees in her advisory group and spoke with the Town Selectman and Health Director regarding opening the Library building to patrons. The plan targets May 4th to re-open the building and to follow the same protocols that were in place from July 7, 2020, through November 11, 2020, (phase 3 of the Library re-opening plan).

MEETING ADJOURNED: Mariya Hurwitz adjourned the meeting at 7:53 PM and all approved.

NEXT MEETING:

- **May 10, 2021 5:30 PM** Regular Board meeting

Respectfully submitted,

Laura Jagodzinski
Board of Trustees, Secretary