

**James Blackstone Memorial Library**  
**BOARD OF TRUSTEES MEETING MINUTES**  
**Wednesday, July 10, 2024, 6:00 p.m.**  
**Location: Library Auditorium, 758 Main Street**

**Trustees (Present):** Liz Alcorn, Cristina Cantú, Chad Edgar, Paul Gavejian, Larry Greenberg, Nancy Goldstein, Cheryl Kaiden, Andy Melnick, Janice Kochanowski, Shahida Soomro, Jack Thompson, Sue Wharfe, Lisa Zwack

**Trustees (Absent):** Mary-Rita Killelea, Michelle Blank

**Friends of the Library:** Barbara Barrett

**Staff:** Katy McNicol, Library Director; Kathy Oxsalida, Business Manager; Tina Strell, Development Coordinator

**Yale SOM Fellow:** Brianna Hoelting

Janice Kochanowski called the meeting to order at 6:01 pm.

After the meeting was called to order, Janice Kochanowski gave some opening remarks to welcome the Trustees to the new fiscal year and to welcome new board members.

**Additions to the Agenda – None**

**Introduction of new board members –** Cristina Cantú and Shahida Soomro

**Approval of Minutes –** Larry Greenberg moved to approve the minutes. Nancy Goldstein seconded the motion. The motion carried.

**Director’s Report –** Katy thanked Nancy Goldstein and Tina Strell for their work on the successful, annual shred event. She also thanked The Friends of the Library for their generous year-end-gift of over \$23K, bringing their total contribution to the year to \$72K. Katy noted that since 1988, the Friends have given gifts annually to the library in increasing amounts, totaling over \$1M since their inception. Katy shared that Jenna Anthony, Programming Librarian left at the end of June, and congratulated Jordan Nolan on being promoted to this position. Katy also mentioned that she and other staff members continue to take advantage of opportunities development and best practice sharing opportunities through non-profit meetings and conferences. She congratulated Barbara Barrett on being honored with a 2024 Women of Excellence Award. Finally, Katy reminded Trustees to sign and return the annual Conflict of Interest form.

**Friends of the Library –** Barbara Barrett reminded Trustees that the Fall Book Sale will take place September 19-22 and asked that they consider volunteering. She also shared that the JBML Friends are considered one of the top five book sales in CT by book dealers.

**Treasurer’s Report –** Larry Greenberg reported that the current value of the investment account as of close of business yesterday was \$4,185mm, up \$59k from June’s report. The Artist in Residence investment account totals \$529K, up \$10K from June’s balance.

Kathy Oxsalida presented the variance report. She stated that the variance remains positive.

### **Committee Reports**

**Finance Committee**—Larry Greenberg reported that the Finance Committee is getting ready for the library’s annual financial audit in August.

**The NEXT Finance Committee Meeting is scheduled for Thursday, August 29 at 4:00 pm, if necessary.**

**Building and Grounds** - In Michelle Blank’s absence, Katy reported that the cornice outside near the reading room has been replaced; a water bottle filling station has been added to the water fountain; the chiller screen has been repaired, painted and re-installed and the roof was repaired and a new silicone layer has been added; lighting has been added to a small nook of the children’s section; and the committee is waiting for the promised state-funded grant to proceed with the balcony project.

**Development Committee** – Nancy Goldstein shared upcoming 2024-2025 development events: October 19-Evening with the Spirits; Fall appeal; Apr 26-27-Mini golf; June 7-Shred Event.

**Governance Committee** – Sue Wharfe reviewed the names of Trustees holding committee chair positions; she noted that there will be a review of committees in August; the board self-evaluation results will be shared soon; and moving forward we will do semi-annual board meeting reviews.

**Library of Things Lending Policy & Borrower Agreement revision** – Nancy Goldstein made a motion to approve the new Library of Things Lending Policy & Borrower Agreement revision for items to circulate for one week from two weeks; Jack Thompson seconded the motion. The motion carried.

**Public Comment** – none

**Adjournment** – Janice Kochanowski made a motion to adjourn the meeting. Larry Greenberg seconded the motion. The motion carried. The meeting was adjourned at 6:38 pm.

Next regular meeting will be held on September 4, 2024 (Note there is no meeting in August). The remaining meetings for the calendar year will take place: October 9, November 6, and December 4 (with a holiday gathering to follow).

Respectfully submitted,  
Cheryl Kaiden  
Vice President

***Note: minutes are provisional until approved by the Board of Trustees.***