

James Blackstone Memorial Library
BOARD OF TRUSTEES MEETING MINUTES
Wednesday, October 9, 2024, 6:00 p.m.
Location: Library Auditorium, 758 Main Street

Trustees (Present): Paul Gavejian, Larry Greenberg, Andy Melnick, Liz Alcorn, Sue Wharfe, Jack Thompson, Lisa Zwack, Chad L. Edgar, Nancy Goldstein (via Zoom)

Trustees (Absent): Janice Kochanowski, Cheryl Kaiden, Mary-Rita Killelea, Michelle Blank, Shahida Soomro

Friends of the Library: Barbara Barrett

Staff: Katy McNicol, Library Director; Tina Strell, Development Director

Yale SOM Fellow: Brianna Hoelting

The meeting was called to order at 6:02 p.m.

There was a motion to approve Katy McNicol as the *pro tempore* chair for this meeting. The motion was made by Chad L. Edgar and seconded by Andy Melnick. Katy McNicol proceeded to act as *pro tempore* chair of the meeting.

There were no additions to the agenda.

Approval of Minutes – Chad L. Edgar moved to approve the minutes of the September 2024 meeting. Paul Gavejian seconded the motion. The motion was approved by all trustees present.

Director's Report – Katy McNicol discussed the success of the recent book sale. She also related special events that had occurred within the past month, including an event with Legacy Theater and the Branford Garden Club. She provided an update as to State funding of the Library. She also related that she had recently become a mentor to a fellow librarian in the Connecticut Library Association. She imparted the unhappy news that Tina Strell, Development Associate, had given her notice that she was leaving for another job. All trustees thanked Tina for all of her hard work and wished her much success in her next endeavor. Katy McNicol announced that the library was commencing a “toy library.” She related various promotions to bring attention to the upcoming Spirits Night, along with the need for volunteers. Katy McNicol announced a new part-time reference librarian who has excellent archival and technology experience. Finally, there was some discussion about tracking foot traffic to monitor library use and tracking library card users at the time that their cards expire.

Friends of the Library – Barbara Barrett announced the total sales arising from the book sale, which was over \$74,000. She announced that the holiday gift basket kick off would be between December 12-15.

Treasurer's Report – Larry Greenberg announced that the Endowment fund was down .03% at around \$4.352 million. The Creative fund was also down .03% at approximately \$551,000. In

terms of variance, he announced that there were no significant changes relative to the previous month.

Committee Reports

Finance Committee – Larry Greenberg announced that GYL Financial, which currently manages the Endowment Fund, has been acquired by Colony Group. Larry Greenberg and other members of the committee had a telephone discussion with the point person at GYL Financial to discuss the implications of the acquisition and after that call, the members of the committee agreed that the change would have no real effect on GYL Financial's continued provision of services to the Library. The members of the committee held a vote to keep things unchanged with GYL Financial, which passed unanimously.

Buildings and Grounds Committee – Katy McNicol related that representatives of the Historical Society expressed approval of partitions on the contemplated build out of the balcony that were glass and not dry wall. Michelle Blank will be discussing this limited approval with the architects who drew up the preliminary sketches to discuss cost changes to the estimate. Also, Katy McNicol and Kathy Oxsalida walked the grounds with an arborist to identify pruning projects before the winter commences.

Development Committee – Nancy Goldstein reported that expected sale of tickets for Spirits Night are not what was hoped. We are currently at 117 sold and want to sell as many as 200. Trustees were urged to push sales, if possible.

Governance Committee – Sue Wharfe announced the resignation of Cristi Cantu due to personal reasons. She sought ideas of potential candidates from the trustees.

Calendars – Katy McNicol presented the proposed Board meeting dates for 2025. Jack Thompson moved to approve the dates; Larry Greenberg seconded the motion; all trustees voted in favor of the proposed meeting dates. Finally, Katy McNicol presented the calendar for the library's openings, closings and hours of operation. Larry Greenberg made a motion to approve the library's calendar and hours and Lisa Zwack seconded the motion. All trustees approved the motion.

Public Comment – none.

Adjournment – Sue Wharfe made the motion to adjourn the meeting. Lisa Zwack seconded the motion. All trustees voted in favor of adjournment.

Next regular meeting will be held on November 6, 2024.

Respectfully submitted,
Chad L. Edgar
Trustee

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