

THE FERGUSON LIBRARY
MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES
June 16, 2020

Present:

Board Members: E. Bromley; T. Cassone; S. Frederick; R. Granata; M. Hyman;
S. Kim; A. Livingston; P. Morrow; S. O'Shea

Citizen Advisers: C. Ernst; E. Larson; T. Lucero; R. Mercede; S. Perry;
M. Sommer; S. Vidan

Staff: A. Knapp; N. Bochicchio; L. Avellar; C. Harper; C. Hubbard; E. Joseph;
S. LaPerla

The meeting was called to order and was held via zoom.

Minutes

A motion to approve the minutes of the meeting of April 28, 2020 was made by Ms. Morrow, seconded by Mr. Granata and approved.

Treasurer's Report

Ms. O'Shea presented the report on financial operations through May 31, 2020. The Management Letter from the auditors, issued in conjunction with the June 30, 2019 financial statements, was distributed and discussed. Management's response will be provided at the next Board meeting. A forecast of June 30, 2020 results was also provided.

President's Report

Ms. Knapp said that since May we have been mailing out reserved material to customers. We have also seen a dramatic growth in e-materials circulation. All programs have been virtual and reference services are provided by virtual chat. She also distributed a "Start-up Plan" and changes made to the physical space for reopening.

Executive Committee

The Executive Committee met via zoom on June 16, 2020 and reviewed the matters on the Board of Trustees agenda. Draft minutes of this meeting were distributed through email prior to the board meeting.

Pension Committee

Mr. Granata said that the Pension Committee met on June 10, 2020 and reviewed the plan's investment portfolio, and discussed one asset that is being watched carefully. They also reviewed the 7/1/19 Valuation Report with the actuary.

Personnel Committee

Mr. Frederick said the Committee met on June 4, 2020 and reviewed the return to work and remote workforce plans. A resolution to adopt COVID-19 plan was moved, seconded and approved. They also discussed the need to meet with the union to discuss modifications to the existing contract in light of both reduced funding and additional COVID-19 related expenses in FY2021.

Ferguson Foundation

Ms. Sommer reported that the Ferguson Library Foundation Board of Trustees will hold its Annual Meeting on September 17, 2020.

Friends of Ferguson

Ms. Ernst said that the bookshops will reopen when the library reopens. She said the volume of donations has been enormous, but dealers are coming in to purchase some of the inventory during shutdown. The Friends applied for and received a \$15,000 PPP Loan so that staff could continue to be paid.

Capital Budget

Ms. Knapp said that the city has approved additional funding for the Main Library Renovation (\$150,000) and Bennett Branch Modernization (\$75,000) projects. There has been no word if additional bonding will be provided for existing library projects in FY2021.

Operating Budget

Ms. Knapp presented the proposed operating budget for 2020-2021, based on city funds of \$8,630,000. A motion was made by Mr. Granata, and seconded by Mr. Cassone, to adopt the budget passed unanimously.

Virtual Fundraiser

Ms. Avellar reported that the library's first virtual fundraiser was held on May 29, 2020 and had 100 participants. It raised \$11,000 in the silent auction.

Other

Ms. Knapp reported that the library is participating in the “Stamford Stands Against Racism” initiative.

<https://docs.google.com/forms/d/e/1FAIpQLSdnSD8xu1vzG9MNCRL0B91A4ZFpF4W-60y5veztpmIMgSPjZQ/viewform>

Executive Session

A motion was made, seconded and approved, to enter into Executive Session for the purpose of discussing personnel matters. At that time, all guests left the meeting. In Executive Session, a motion was made, seconded and approved, to open session. No action was taken in Executive Session.

There being no further business, the meeting was adjourned.

Robert J. Granata
Secretary