

**THE FERGUSON LIBRARY**  
**MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES**  
**June 23, 2004**

**Present:**

**Board Members:** P. Broom, Chair; E. Abate; G. Caggainello;  
T. Cassone; K. Emmett; R. King; D. Monsma; H. Romanowitz;  
D. Williams

**Citizen Advisers:** C. Guinta; G. Harvey

**Guest:** D. Russell

**Staff:** E. DiMattia; N. Bochicchio; C. Karwoski; A. Knapp; G. Nichols;  
C. Ward

Ms. Broom called the meeting to order.

**Minutes**

The minutes of the April 27, 2004 meeting were approved as submitted.

**Treasurer's Report**

Mr. DiMattia and Mr. Bochicchio, reporting for Mr. Warrick, presented a fiscal report for operations through May 31, 2004 and a forecast for year-end. It indicated that for the twelve-month period: July 2003 through June 2004, projected revenue will exceed budget by \$93,000, and projected expenses will exceed budget by a similar amount, resulting in a small net surplus.

**President's Report**

Mr. DiMattia introduced Caroline Ward, Coordinator of Children Services, and Carolyn Karwoski, Supervisor of Adult & Reader Services, who presented the Children's, Young Adult, and Adult Reading Club plans for the summer.

Mr. DiMattia then reviewed the President's Report for April, noting the success of the Book & Author Luncheon and reviewing various business contracts and new methods of statistical recordkeeping. He also discussed elements of his May report, particularly the operations of the Business Office/Acquisitions Department, introduction of a cellphone policy for library users, and plans for a wireless network at the Main Library.

### **Executive Committee**

Ms. Broom indicated that the Executive Committee met on June 23, 2004 and that all matters considered by the Committee will also be discussed during the Board meeting.

### **Pension Committee**

Mr. Harvey announced that the Pension Committee had met on June 21, 2004. He reviewed the Actuarial Valuation of July 1, 2003 and the Auditors Report of June 30, 2003. The Committee also considered the performance of the Pension Plan's investment portfolio.

### **Personnel Committee**

Ms. Emmett reported that the Personnel Committee met on June 23, 2004 and reviewed the draft Staff Manual that was previously distributed to the Board of Trustees, along with several additional changes that were considered for inclusion. A motion was made, seconded and passed to approve the Staff Manual as presented.

### **Friends of Ferguson**

Mr. DiMattia stated that due to Mary Uva's resignation as Friends president, Julie Malloy is serving as interim president until elections are held.

### **2004-2005 Operating Budget**

Mr. DiMattia and Mr. Bochicchio distributed and discussed a recommended operating budget for 2004-2005, based on a City of Stamford allocation of \$6,967,395. A motion was made, seconded and passed to adopt the budget as presented.

### **2004-2005 Capital Budget**

Mr. DiMattia reported that the City of Stamford has approved additional funding for the Weed Branch Renovation/Expansion (\$325,000) and Main Library Renovation (\$2,224,000) projects. The Library's request for \$85,000 in Capital Network Upgrades was added to a \$1.5 million citywide computer budget and will be reviewed and allocated by a special committee formed for that purpose.

### **New Business**

Mr. Cassone reported that the will of his aunt, Nancy Cassone, has provided a bequest to The Ferguson Library Foundation of more than \$468,000. The following motion was made, seconded and approved

that the Board accept the testamentary gift with the understanding that it is being accepted as a pass through to be administered by the Foundation in a dedicated fund in the name of the donor for the benefit of the Library.

The following motion was made, seconded and approved:

“RESOLVED that Ernest A. DiMattia, Jr., the President of The Ferguson Library, is empowered to execute and deliver in the name and on behalf of this organization a certain contract with the Connecticut State Library, State of Connecticut, for a grant to conduct an Outreach Program for Children.”

A motion was made, seconded and approved to go into Executive Session for the purpose of discussing several personnel matters.

There being no further business, the meeting was adjourned.

Kathryn Emmett, Esq.  
Secretary