

THE FERGUSON LIBRARY
MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES
September 16, 2003

Present:

Board Members: G. Harvey, Chair; E. Abate; P. Broom;
G. Caggainello; K. Emmett; R. King; H. Romanowitz; D. Russell;
W. Warrick; D. Williams

Citizen Advisers: T. Payne

Staff: E. DiMattia; N. Bochicchio; A. Knapp; G. Nichols

Guest: H. Bennett; M. Uva

Mr. Harvey called the meeting to order.

Minutes

The minutes of the June 18, 2003 meeting were approved as submitted.

Treasurer's Report

Mr. Russell informed the Board that the Auditor's Report for the year ending June 30, 2003 was close to completion, and will be ready for the October Board of Trustees Meeting. He then presented the financial report for the twelve months ending June 30, 2003, noting a small surplus after repayment of the Turn of River bridge loan. For the two months ending August 31, 2003, Mr. Russell reported that actual revenues were \$7,895 less than budget, and expenses were \$22,021 less than budget.

President's Report

Referring to his monthly reports, Mr. DiMattia made note of year-end performance statistics, several building repair projects, and plans to take photos as part of the Passport service. Ms. Knapp then discussed this year's Summer Reading Club, and provided demonstrations of the new SIRSI computer system and the online version of *Focus on Ferguson*.

2003-2004 Operating Budget

Mr. DiMattia presented a revised 2003-2004 Operating Budget, which reflected approval of the \$150,339 special appropriation by the City of Stamford, as a result of the settlement of the labor contract with the employee bargaining unit. A motion to approve the revised budget was made, seconded and passed. Mr. DiMattia distributed a draft of the 2002-2003 Annual Report.

Executive Committee

Mr. Harvey reported that the Executive Committee met on September 16, 2003, and that matters considered by the Committee will also be discussed during the Board meeting.

Pension Committee

Mr. Warrick advised the Board that the Committee met with the Pension Plan's investment manager on September 16, 2003, and discussed the portfolio's performance.

Personnel Committee

Ms. Broom informed the Board that the Personnel Committee met on September 15, 2003 and discussed the settlement of the labor contract with the employee bargaining unit, insurance benefit plans currently offered to employees and a draft staff manual.

Friends of Ferguson

Ms. Uva reported on the recent Vintage Book celebration and kickoff of this year's membership campaign. She added that the Friends' contributed over \$70,000 to the Library last year and look forward to continued support of library programs.

2003-2004 Capital Budget

Mr. DiMattia noted the 2004-2005 Capital Budget was being prepared and would be submitted to the Board of Trustees at its next meeting.

Nominating Committee

Mr. Harvey presented the recommendations of the Nominating Committee for officers for 2003-2004. A motion was made, seconded and passed to accept the report electing Patricia L. Broom as Chair; Dr. Harry Romanowitz as Vice-Chair; Kathryn Emmett, Esq. as Secretary; and William W. Warrick as Treasurer.

New Business

The following motion was made, seconded and approved:

RESOLVED, that the new officers, as well as the President of the Library, be authorized for, and on behalf of, this corporation to transact any and all business with the following banks:

Chase Manhattan Bank
First County Bank
First Union National Bank
Fleet Bank
People's Savings Bank

and that the Director of Administrative Services continues to be eligible to sign expense checks for The Ferguson Library.

The following motion was made, seconded and approved:

RESOLVED that the independent certified public accounting firm of Van Brunt, DuBiago & Company be appointed as auditors for the 2003- 2004 fiscal year.

Upon a motion made, and seconded, the Trustees voted to enter into an executive session to discuss a personnel matter. The executive session was attended only by the Board members present. At the conclusion of the executive session, the Board resumed the meeting, at which time a motion was made, seconded and approved, adjusting the President's annual salary, effective October 1, 2003.

There being no further business, the meeting was adjourned.

Ernest N. Abate, Esq.
Secretary