The Ferguson Library
Minutes of the Meeting of the Board of Trustees
May 2, 2018

Present:

**Board Members:** S. Frederick, Chair; G. Caggainello; W. Callion; R. Granata; S. Kim; A. Livingston; S. Wise

**Citizen Advisers:** J. Parker; J. Peloso; S. Perry; A. Sexton; K. Walsh

**Staff:** A. Knapp; L. Avellar; N. Bochicchio; C. Hubbard; S. LaPerla

**Invited Staff Guest:** Sam Gordon of Innovate Stamford

Mr. Frederick called the meeting to order.

**Minutes**

A motion made by Mr. Callion, seconded by Mr. Caggainello, to accept the minutes of February 27, 2018 and March 20, 2018 passed unanimously.

**Treasurer’s Report**

Reporting for Mr. Williams, Ms. Knapp and Mr. Bochicchio presented a forecast of year-end operations based on nine months actual results.

**President’s Report**

From the February 2018 report, Ms. Knapp commented on circulation trends. Her March 2018 report focused on Innovate Stamford and she introduced Sam Gordon, the library’s Program Manager who directs this citywide initiative. Mr. Gordon discussed the activities at the library and elsewhere intended to stimulate innovation and business development that have been funded by the state and administered by Innovate Stamford.

**Executive Committee**

Mr. Frederick said that the Executive Committee met on May 2nd and reviewed the matters on the Board of Trustees agenda. Draft minutes of this meeting were distributed.

**Friends of Ferguson**

Mrs. Sexton discussed the success of the Literary Competition which produced 480 entrants. She also commented on Friends’ membership, Book Shop operations and the upcoming Joe Sexton Lecture on the history of modern China.
2018-2019 Operating Budget

Ms. Knapp reported that the Board of Finance did not reduce the Mayor’s proposed operating budget increase of 3.7%. Capital funds for the Harry Bennett Branch modernization ($100,000) and technology projects ($100,000) were also not reduced. It is unclear at this time how the Board of Representatives actions will affect the operating and capital budgets.

Board Retreat

Ms. Knapp reported that a retreat for the board members, citizen advisers and library supervisors will be held on the first or second Tuesday in June. It will focus on approving strategies for the new strategic plan and will be led by Stephen Perry.

A Novel Affair

Ms. Avellar reported that the gross proceeds from this year’s A Novel Affair was $238,000. A record 400 attended.

Bargaining Unit MOA

Mr. Frederick said the Personnel Committee reviewed and recommended to the Board of Trustees a Memorandum of Agreement to be included in the current bargaining unit contract. Upon a motion by Mr. Granata, seconded by Mr. Kim, the following motion was approved:

Resolved:

That a Memorandum of Agreement be entered into with AFSCME Council #4 Local 1303-317, to be included in the current bargaining unit contract, to create a Range 7 (Librarian III) bargaining unit position;

and that the Board of Trustees Chair have the authority to make changes to this Memorandum of Agreement following its review by AFSCME representatives.

Banking Resolution

The following motion was made by Mr. Callion, seconded by Mr. Caggainello, passed, with Mr. Granata abstaining:

Resolved:

That the officers of the Board of Trustees, 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:
First County Bank
Bankwell

and that

- the Director of Administrative Services be eligible to authorize disbursements (checks, ACHs, wire, etc.) from the Library’s operating and grant accounts;

- operations and grant checks and ach/wire disbursements in excess of $5,000 will require two signatures;

- the Business Office Supervisor or Assistant Accounting Manager be authorized to initiate interaccount transfers and ach disbursement for payroll and related deductions and taxes, subject to the approval of either the President or Director of Administrative Services.

There being no further business, the meeting was adjourned.

Anderson Livingston
Secretary