

## Minutes

### Starr Library

Board of Trustees Meeting September 26, 2024,

Present were David Lavallo, Craig, Oleszewski, Erin Humbaugh, Andrew Schulkind, Jaclyn Savolainen, Laura Charles, Laura Selicaro & Eve Wood.

Jay Burgess and Valerie Jacob were missing as well as Stephen Frost.

Meeting came to order at 5:35 pm

1. Public comments. There were no public comments.
2. Minutes of the previous meeting. Eve made the motion to accept the minutes. Erin seconded. All present voted in favor.
3. Treasurers report. Andrew reported the figures as of the end of August. The endowment balance is around \$1.7 million which is up from the previous month. In October there will be a quarterly Zoom meeting with TIAA. The Trustees may discuss a TIAA fundraising role. Checkbook balance was \$60,000 as of the end of August. The endowment draw brought that amount up to about \$100,000. The M&T account was at \$94,000. \$40,000 has been taken out to pay Skolnick. Spending as of the end of August is 71 1/2% of the budgeted amount. Proportional figure should be 67%. The CD will mature before the end of September. Craig moved to accept the Treasurer's report. Eve seconded. All present voted in favor.
4. Directors report. The entire report will be available online. Attendance was down last month partly because of the Fair and also with campers returning to school. Upcoming programs were discussed. Frost Foundation grant application for Lego robotics is being prepared. Starr had a table at the BMS open house & a presence at DCLA. Staff evaluations are being postponed until the spring. Some staff are moving on and Starr will begin searching for good replacements. Sexual harassment and two hour annual trustee training documentation is due before the end of the year. Craig suggested creating a spreadsheet for tracking training. Laura Charles recommended just adding a tab to the farmers market sign-up sheet. Starr will have a table at the farmers market this coming Sunday. The nominating committee will be meeting on September 30 to look at resumes. October 1 is the PR meeting to work on getting out the letter for the annual appeal. B&G meets on October 8. Fundraising meets on October 9. Expansion meets on October 16. Finance meets on October 23. Governance meets on October 23 after the Finance meeting.
5. Stephen Frost was absent so there was no Friends report
6. Standing Committees: Fundraising report—The Fundraising Committee met on September 11 & will meet again on October 9. Currently looking to identify potential high dollar donors. Trustees should participate in basic training and having productive conversations with donors. Benefit planning was discussed and the committee is assigning tasks. —The Nominating Committee has applications and is on target to have a slate ready for presentation to the entire board by the November meeting.

7. Ad Hoc Committees: the Expansion Committee had a meeting on September 25. Looked at renderings of the proposed Children's area. Skolnik should have 100% of the schematic design completed by mid October. Jaclyn is tracking the deliverables.
8. Executive session. No executive session was held this month because Jay and Valerie are absent and would need to be present.
9. Claims and Warrants. Andrew made the motion to accept the claims and warrants and pay the bills. Erin second at the motion. All present voted in favor.
10. Eve made the motion to adjourn. Laura S seconded. All present voted in favor. Meeting adjourned at 6:30 PM.