

Lewisboro Library Board
August 16, 2023 Meeting Minutes

Board members present : Stacy Duffy, Elena Dunn, Daniela Infield, George LaSota, Maggie Liegey, Will Winston

Board members absent: Lisa Capobianco, Alex Grigor, Priscilla Luckow, Tracy Nichols, Stephen Unterhalter

Others present: Cindy Rubino – Library Director, Mary Shah

Called to order at 7:30pm

Approval of July 2023 minutes

Motion by George. Seconded by Will. Approved unanimously.

Public Comment

n/a

Executive Committee Report

Cindy will be receiving a town proclamation from the town at the next board meeting on September 18. We are hosting an intimate reception at the library to celebrate her service that same week. We received a letter of resignation from trustee Andrew Tedder.

Treasurer's Report + Finance Committee

Expenses exceeded income by \$23,600 in July. Income for the year-to-date was at 95% of the Budget amount, largely reflecting better than expected General Fundraising (almost \$9,000 above budget) partially offset by lower than expected Gifts and Contributions (\$5,400 below budget). Overall, in July, we saw a decline in financial assets of \$15,300 on a month-over-month basis. Motion to accept the current treasurer's report by Will. Seconded by Daniela. Approved unanimously.

The finance committee will meet again in September to address a robust agenda and begin preliminary work on the 2024 budget.

Director's Report

A Buildings and Grounds committee report was circulated by Priscilla prior to the meeting since she could not attend. The program's calendar is very full for the coming weeks including weekend programs for children. Cindy encouraged the board to begin thinking about an Annual Meeting speaker.

Fundraising Committee

Donations from the Spring Appeal are still coming in. It has brought in about \$17,000 from 116 donors. We are in discussions about a chocolate fundraiser for October/November and there is the concert in December.

Library Fair Committee

The next fair meeting is Monday, August 21st. A spreadsheet was circulated to the Board to crowdsource for the silent auction. Donation days are underway and we would welcome trustee support. The VIP tickets need extra promotion to boost sales and it was suggested that dedicate posts to explaining the awesome benefits. Cindy applied for the permit and is connecting with the new fair treasurer to ensure they have necessary access to our accounts. Maggie will send out a schedule for the trustee tent and trustees should take signs to place around town.

Old Business

New Business

Maggie encouraged the board to discuss a long range strategic plan and consider forming a committee if needed. She also suggested we consider sending more frequent surveys to the community to get an understanding of constituent needs.

Next Library Board meeting is September 13, 2023

Meeting adjourned at 8:50pm.