

**THE FERGUSON LIBRARY
MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES
September 17, 2019**

Present:

Board Members: T. Cassone, Chair; E. Bromley; G. Caggainello; M. Hyman;
A. Livingston; S. O'Shea

Citizen Advisers: C. Ernst; R. Mercede; S. Perry

Staff: A. Knapp; L. Avellar; N. Bochicchio; E. Joseph; S. LaPerla

Mr. Cassone called the meeting to order.

Minutes

A motion made by Mr. Livingston and seconded by Mr. Caggainello to accept the minutes of the meeting of June 18 2019 was approved.

Treasurer's Report

Mr. Livingston presented the results of financial operations for the 12 months ending June 30, 2019 and for the two months ending August 31, 2019.

President's Report

Ms. Knapp asked Ms. LaPerla to report on the Big Red Project and the Strategic Planning Dashboard for the fourth quarter. Ms. Knapp reported on operating statistics, the new bookmobile and 2018-2019 Annual Report.

Executive Committee

Mr. Cassone said that the Executive Committee met on September 17, 2019 and reviewed the matters on the Board of Trustees agenda. Draft minutes of this meeting were distributed.

Pension Committee

Mr. Cassone reported on the Pension Committee of September 12, 2019, which included a discussion of the changes to the employee retirement plans which resulted from the new bargaining unit agreement. The following motion was made by Mr. Caggainello, seconded by Ms. Bromley, and approved:

Resolved: that the Second Amendment of the Amended and Restated Ferguson Library Employees' Pension Plan be adopted as presented.

The following motion was made by Mr. Caggainello, seconded by Mr. Livingston and approved:

Resolved: that Hooker & Holcombe and ICMA (International City/County Management Association) be engaged to establish, administer and monitor a new 403b plan (replacing the current TIAA-CREF plan) and a 401a plan for transfers of accumulated benefits of existing define benefit plan participants and for mandatory contributions by new hires, including the library's contribution on their behalf.

Building Committee

Ms. Knapp reported on the bids received for the Main Library Waterproofing Project which will be funded by city capital funds. A motion was made by Ms. Bromley, seconded by Mr. Caggainello and approved to authorize Ms. Knapp to sign a contract and other necessary documents with G.L. Capasso, the project's low bidder, not to exceed \$600,000:

Ferguson Library Foundation

Mr. Cassone reported that the Ferguson Library Foundation Board of Trustees met on September 10, 2019. They approved the report of the auditor for the year ended June 30, 2018 and approved \$57,500 in gifts to the library from the Foundation's funds. They also elected the following officers for 2019-2020:

Hon. Mary Sommer	Chair
Ernest N. Abate, Esq.	Vice Chair
Moira K. Lyons	Treasurer
Ellen E. Bromley, Esq.	Secretary

Thomas M. Cassone, Esq. and Moira K. Lyons were elected to the Foundation Board for new terms.

Friends of Ferguson

Ms. Ernst, the new President of the Friends of The Ferguson Library, reported on recent and upcoming activities, including the membership drive, book sale at the downtown craft fair, the Pub Crawl and another mini-golf event.

Nominating Committee

Mr. Cassone provided the report of the Nominating Committee:

Dudley N. Williams, Jr.	Chair
Anderson R. Livingston	Vice Chair
Stephanie O'Shea	Treasurer
Robert J. Granata	Secretary

Steven M. Frederick, Esq. was nominated to succeed Steven Wise as Trustee, whose term has expired.

A motion was made by Mr. Caggainello, seconded by Ms. Bromley, and approved to accept the Nominating Committee's report as presented. Mr. Cassone said that Mr. Michael A. Hyman has been appointed by the Mayor to serve as a Trustee for 2019-2024.

Banking Resolution

The following motion was made, seconded and approved:

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 of both the President of the Library and the Director of Administrative Services;
- the Business Office Supervisor be eligible to authorize disbursements (checks, ACHS, wire, etc.) from the Library's operating and grant accounts; and
- 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.

Retiring Trustees Resolution

The following motion was made, seconded and approved:

WHEREAS, Greg Caggainello. has served as a member of the Board of Trustees for five years, 2014 – 2019; and

WHEREAS, Greg Caggainello has served as Board Chair for one year, Vice Chair for one year; and

WHEREAS, Greg Caggainello has served as Chair of the Nominating and Pension Committees, and as a member of the Building; Development; Long Range Planning and Personnel Committees; as well as Board Liaison to the Ferguson Library Foundation and the Friends of Ferguson Library Board of Directors;

THEREFORE, BE IT RESOLVED, that the Board of Trustees of The Ferguson Library hereby extends its sincere appreciation to Greg Caggainello for his distinguished service.

The following motion was made, seconded and approved:

WHEREAS, Steven Wise has served as a member of the Board of Trustees for five years, 2014 – 2019; and

WHEREAS Steve Wise has served as Treasurer for one year; and

WHEREAS, Steven Wise has served as a member of the Building, Development, and Pension Committees;

THEREFORE, BE IT RESOLVED, that the Board of Trustees of The Ferguson Library hereby extends its sincerest appreciation to Steven Wise for his distinguished service.

There being no further business, the meeting was adjourned.

Robert J. Granata
Secretary