

**EAST HADDAM PUBLIC LIBRARY SYSTEM
BOARD OF TRUSTEES MEETING MINUTES
AUGUST 14, 2014, 6:30
THE EAST HADDAM PUBLIC LIBRARY**

Trustees present: Dawn Barlow; Lucille Gardner; Maureen Gillis; Barbara Kiley; Celina Nelan; Christine Antaya.

Also Present: Library System Director: Michael Gilroy; Sandy Pleneta; Louise Pear; Maureen Heidt; Craig Mansfield.

Trustee Absents: Shea Jezek; Eileen Schwartz; Andrea Pascal.

Call to Order: Lucille called the meeting to order at 6:35 pm.

GUEST: Craig Mansfield spoke about the items accomplished by the town since they took over maintenance of the libraries. Both roofs have been examined and the Paradys replaced slates on the Moodus building. They want to put LED flood lights in the stairwells of both libraries and the town added a hand rail in the Moodus Branch.

LIBRARY TOUR: Michael gave the trustees a tour of the library, pointing out important patron materials and locations.

SECRETARY'S REPORT: A motion to accept the May, 2014 minutes was made by Barbara and seconded by Celina. Motion passed. Christine read correspondence from both Friend groups.

DIRECTOR'S REPORT: The following items were discussed:

- Update on the Energy Efficiency Grant from the CT State Library.
- Historical documents from the Moodus Branch can be added to the Historical Room at the Rathbun.
- Jan. 2015 is the goal for both libraries to be up and running on the LION system.
- Lion can provide web space for our new system website which Maureen has been working on.
- Fire Inspection included a list of 12 upgrades to be completed at Rathbun.
- Town crews have been working on landscaping issues at the Rathbun.
- A donation has been made by a patron to restore the cupola.
- The town attorney is moving forward with the paperwork concerning the EHFPL building. The next step is approval from the probate court.
- Michael has requested that Board members attend town board meetings to show our support for the library. At the September meeting he will bring a list of upcoming town meetings so that we can plan on going.
- The library finance committee will discuss a simple procedure for the Friends to reimburse the town for items which they provide to the libraries. They will then bring this to the full board and the Friends groups.

- The survey is now on line and copies have been left at both libraries.
- Board members requested that the Director's Report be available on line 48 hours before each meeting.

NEW BUSINESS:

We need to spend time considering the ideas which Madeline Francese spoke to us about fundraising. One of the first things we can do is work on a visible mission statement for each library. The Program committee will work on this at their next meeting.

A motion to approve the Energy Efficiency Grant was made by Maureen and seconded by Barbara. All approved.

OLD BUSINESS:

The Friends party should be an annual event.

Our subcommittee meetings:

Governance: Wed. September 3rd at 6:30. Moodus Branch

Finance: September 8th – 2nd Monday of each month.

Program: TBA.

A motion to adjourn was made by Celina at 8:35 and seconded by Barbara. All approved.

Minutes taken by Christine Antaya, Secretary.