

EAST HADDAM PUBLIC LIBRARY SYSTEM

BOARD OF TRUSTEES MEETING

December 10, 2015

6:30 pm AT THE EHFPL Branch

TRUSTEES PRESENT: Lucille Gardner; Joanne Rocznia; Andrea Pascal; Maureen Gillis; Dawn Barlow; Eileen Schwartz; Vicki Riley-Pach; John Bielot.

TRUSTEES ABSENT: Celina Nelan.

ALSO PRESENT: Michael Gilroy

CALL TO ORDER: The meeting was called to order by Lucille Gardner at 6:30 pm.

APPROVAL OF MINUTES: Minutes from the October 8, 2015 meeting were approved as written.

Maureen welcomed the new trustee members.

Election of officers:

Lucille Gardner nominated Maureen Gillis and Dawn Barlow to be co-chairs. There being no other nominations, Maureen and Dawn were elected by consensus.

Lucile nominated Eileen Schwartz to be recording secretary. There being no other nominations, Eileen was elected by consensus.

REPORTS:

DIRECTOR'S REPORT:

Contractors have been hired to repair external doors at both libraries. EHFPL is scheduled to receive the new book drop next Friday. The doors to the children's section in the Rathbun were removed after an incident in November. Mrs. Claus night was last evening with 300 participants.

FINANCIAL COMMITTEE:

The Return on Investment Calculator from the ACLB Conference was reviewed and will be used in the upcoming budget cycle. We went over the proposed cuts to the current budget to comply with the town's request, and confirmed that we will need to build those costs into next year's budget to reflect those cuts. We also went over the Special Revenue Fund – large donations are to be directed to this fund. There will be quarterly reports beginning next month. Budget materials are expected by month's end. We expect to have a draft budget for the board's approval at the January trustee meeting. A banner on the website will encourage end of year giving to the library.

PROGRAM DEVELOPMENT COMMITTEE:

There was no report this evening.

GOVERNANCE COMMITTEE:

A board assessment will be emailed to all trustees. We will begin monthly board training using the ACLB and Trustee Manuals. Dawn will talk about fiscal responsibility at the January meeting. Maureen and Eileen attended the ACLB conference and gave an update on what they learned.

New Committee assignments:

Finance Committee: Dawn Barlow, Eileen Schwartz, John Bielot

Program Committee: Andrea Pascal, Celina Nelan, Lucille Gardner, Joanne Roczniak

Governance Committee: Maureen Gillis, Lucille Gardner, Vicki Riley-Pach

UNFINISHED BUSINESS:

Bylaws: We reviewed possible changes of bylaws. Each trustee received the proposed changes which will be voted on at the January 2016 meeting.

Appraisal of murals has been completed – Michael Gilroy will report on this next month

The list of books to be purchased with funds from the Reading Room Association has been made and the books will be purchased.

ADJOURNMENT: The meeting adjourned at 7:30 pm.