

EAST HADDAM PUBLIC LIBRARY SYSTEM

BOARD OF TRUSTEES MEETING

January 14, 2016

6:30 pm AT the Rathbun Branch

TRUSTEES PRESENT: Lucille Gardner; Joanne Rocznia; Andrea Pascal; Maureen Gillis; Dawn Barlow; Eileen Schwartz; Celina Nelan; John Bielot.

TRUSTEES ABSENT: Vicki Riley

ALSO PRESENT: Michael Gilroy

CALL TO ORDER: The meeting was called to order by Maureen Gillis at 6:35 pm.

APPROVAL OF MINUTES: Minutes from the December 10, 2015 meeting were approved as written.

REPORTS:

DIRECTOR'S REPORT:

Michael attended the LION Best Practices Committee meeting. They discussed fines, loan periods and limits best practices. Michael favors eliminating fines and using a jar for late fines which would be contributions. We discussed extending Saturday hours at the Rathbun by one hour – this would require 2 employees so in reality 2 additional payroll hours. We would have to have this approved by the town since it is a salary issue. There was no other discussion about the director's report.

FINANCIAL COMMITTEE:

The finance committee reported on the available funds for tote bags. The program committee will make a final decision on the set price when they next meet. Eileen had a phone conversation with Mark Walter this evening regarding the EHFPL building status. He said that the unresponded to emails that the town attorney has sent to the AG's office have been forwarded directly to AG Jepsen who says he will make sure they are addressed before moving onto probate so that the transfer of ownership to the town can proceed.

Lucille mentioned that the quilting group who has been meeting at the EHFPL for years has been exploring the possibility of creating a quilt to be raffled off to benefit the Library system.

Board Training – Fiscal Responsibility

Dawn reviewed fiscal responsibility of the board

PROGRAM DEVELOPMENT COMMITTEE:

Lucille reviewed some of the programming ideas that the committee has come up with. There was discussion about hosting with the historical society a Captain Comer day. It was decided that a meeting with the Historical Society and member of the program committee should get together to decide on a date to celebrate and make plans from there.

GOVERNANCE COMMITTEE:

Maureen discussed the scheduled Board training for the next several meetings and reviewed the four prominent themes that came out of the board effectiveness survey. The one year plan will reflect steps to address these issues.

UNFINISHED BUSINESS:

Bylaws revision: Lucille made a motion to approve the bylaws as revised (distributed at the December meeting), Andrea seconded. Motion passed unanimously.

Michael reported on the appraisal. The art at EHFPL was not included in this because the building transfer to the town has not happened. Both the Town and the Reading Room Association are paying the insurance on that building and its contents.

The Ad Hoc planning committee will meet on January 25 at 7pm at the Rathbun.

ADJOURNMENT: The meeting adjourned at 7:40 pm.

The next meeting of the East Haddam Public Library System will be on February 11 at the EHFPL Branch.