

**EAST HADDAM PUBLIC LIBRARY SYSTEM**

**BOARD OF TRUSTEES MEETING**

**December 8, 2016**

**6:30 pm at the East Haddam Free Public Branch**

**TRUSTEES PRESENT:** Dawn Barlow; Eileen Schwartz;; John Bielot, Vicki Riley, Joanne Roczniaak, Maureen Gillis

**Absent:** Andrea Pascal, Celina Nelan

**ALSO PRESENT:** Michael Gilroy

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

**APPROVAL OF MINUTES:** Minutes from November 10, 2016 meeting were approved as written by consensus.

**REPORTS:**

**DIRECTOR'S REPORT:**

Michael reviewed his report. Of note the handicap access study will cost \$12,600. The selectman is working with the town attorney create questions and needed info for Reading Room Association re: the building transfer. We would like to see the document that probate is working with so that the Reading Room and town can complete the transfer.

Family Night on the Green was a great success. 260 people filled out the survey – the program committee will analyze.

We discussed fundraising ideas. Joanne and Eileen will explore a winter event and include both Friends organizations in the planning.

**FINANCIAL COMMITTEE:**

The Finance committee did not meet. Budget packets will be in hand soon. As discussed t last month's meeting it was recommended that we add to the existing Special Revenue Fund policy. Joanne motioned that "Line items totaling less than \$10, relative to rate of inflation c.2016, shall be moved to the general donations line regardless of previous designation." Vicki seconded. All were in favor.

**PROGRAM DEVELOPMENT COMMITTEE:**

Planning for Comer Celebration continues.

**Governance:**

It is Board assessment time – Maureen will send out self evaluations. The board calendar was finalized. The one year plan will be worked on. First meeting will be January 23 at 7pm at

Rathbun. We discussed national Library week and will acknowledge the staff as we did last year. June 9<sup>th</sup> will be the Library annual party. We discussed the need to bring new candidates for consideration for trustees.

**ADJOURNMENT:** The meeting adjourned at 7:15 pm.

The next meeting of the East Haddam Public Library System will be on January 12th at the Rathbun Branch.