

EAST HADDAM PUBLIC LIBRARY SYSTEM

BOARD OF TRUSTEES MEETING

November 9, 2017

6:30 pm at the EHFPL Branch

TRUSTEES PRESENT: Joanne Rocznik, Vicki Riley, Dawn Barlow, Andrea Pascal, Jane Chisholm, Bill Barney, Janine Broe, Juliana Tryon Ranaudo

TRUSTEES ABSENT: John Bielot

ALSO PRESENT: Michael Gilroy

Minutes from October 19, 2017 meeting were approved as written.

Welcome New Trustees:

The four new trustees, Jane Chisholm, Bill Barney, Janine Broe and Juliana Tryon Ranaudo were welcomed and introductions were made.

Elect Chair(s) and Secretary:

Bill Barney nominated Dawn Barlow as Chair, Joanne Rocznik seconded the motion and the motion passed.

Jane Chisholm nominated Joanne Rocznik as Vice Chair, Dawn Barlow seconded the motion and the motion passed.

Dawn Barlow nominated Juliana Tryon Ranaudo as Secretary, Andrea Pascal seconded the motion and the motion passed.

REPORTS:

DIRECTOR'S REPORT:

Michael recapped his director's report. He highlighted the generous donation by the Riverview Cemetery Association to the Friends group. The donation is designated to be used toward the purchase of new shelves for the Historical Room, EHFPL's Children's shelves and Museum Passes.

The timeline for the Historical Room shelving is spring 2018. The timeline for the Children's shelves is undetermined due to the Town budget freeze.

DAR is requesting to remove additional documents from the Historic Room. Michael will meet with Emmett Lyman to get more information as to what they are looking to remove.

FINANCE COMMITTEE:

The Budget Freeze is still in effect but we have approval to continue to receive our standing order programs. The annual budget process will commence shortly.

PROGRAM COMMITTEE:

The programming committee continues to work on the February fundraising event –on Feb 10 or 11 “Everything Chocolate”. There will be a chocolate tasting which may include chocolate beer/wine. There will be a raffle (one raffle ticket is included in admission). There will be a recipe contest (fee to enter) with a prize. There will also be “Red Hearts” at libraries for \$1 donation. The event will be at the Senior Center 3pm – 5pm – proposed ticket price \$20 per person. The event may be used to sponsor the remaining funds for the Children’s shelving.

GOVERNANCE COMMITTEE:

The committee discussed and planned the new Trustee orientation, which took place on November 9, 2017.

Form New Committees:

Proposed Committee assignments were distributed and all agreed with the following proposal:

Finance Committee (meets the Monday before the Board meeting at 7pm) – John Bielot, Dawn Barlow, Bill Barney

Program Committee (Meets the 1st Monday of the month at 5:30pm) - Joanne Rocznik, Vicki Riley, Andrea Pascal, Janine Broe

Governance Committee (meets the Wednesday before the Board meeting at 5:30) - Jane Chisholm, Juliana Tryon Ranaudo

Chairs of each committee will be elected at their next meeting. Agendas must be submitted to Deb Denette 24 hours before the meeting. Michael will submit the next agenda for each committee.

Unfinished Business:

Building transfer of the EHFPL branch is still pending. Attorneys are gathering documents for probate court.

New Business:

A one-year plan committee will be formed. This committee will come up with a timeline and plan to form the long-term strategy committee. The one-year plan will also work on accessibility and community outreach.

Michael will (re)distribute the 2017 plan to all trustees.

Family Night on Moodus Green is Wednesday, December 6th. Volunteers from the board are needed and should be available at 5pm to setup.

Juliana discussed the EXCITE program, which was presented at the ACLB conference. This program empowers the participating team to create new ideas and programs that are relevant to their community. It focuses on community engagement and innovation. If our application is selected, tuition would be fully funded by an IMLS grant. Michael will begin thinking about the application process and Juliana will scan the presentation and brochure to share with everyone.

Janine suggested incorporating other holidays (in addition to Christmas) into our December decorations. She will look into the various religious calendars.

Bill moved to adjourn the meeting, Andrea seconded the motion. Meeting adjourned at 7:30pm.

Our next meeting will be December 14, 2017 at the Rathbun Branch.