

EAST HADDAM PUBLIC LIBRARY SYSTEM

PLANNING COMMITTEE

February 26, 2018

7:00 pm at the Rathbun

TRUSTEES PRESENT: John Bielot, Joanne Rozczeniak, Andrea Pascal, Dawn Barlow, Janine Broe, Juliana Tryon Ranaudo, Jane Chisholm, Bill Barney

ALSO PRESENT: Michael Gilroy, Harvey Thomas

1. Call to order – The meeting was called to order at 7pm.
2. The Minutes from Jan 22, 2018 were approved without objection.
3. One Year Plan
 - a. EHFPL Building Transfer – The documents are with the attorney’s and are headed to probate if not already there.
 - i. Transfer of the building to the Town will likely go to referendum. The Board will work to ensure the citizens understand what the impact would be of losing a building. Michael is working on firming up his presentation that includes statistics to support the talking points.
 - ii. The appraised values of both buildings should be publicly available (<http://gis.vgsi.com/easthaddamct/>).
 - iii. The BOT will reach out to interested parties including the Friends, past BOT members and library staff to ensure they are up to date with the accurate information to support the building transfer. Michael will ensure the staff understands the goals and has a copy of the One Year Plan.
 - iv. Letters to the editor – requesting past BOT, current BOT, Friends groups and others write letters supporting the library system.
 - v. Testimonials – will be collected and should be turned over to the Program Committee.
 - b. The Program Committee will use the new slogan “Heart of the Community” throughout the year. There are numerous events scheduled, including an Open House. All events will be published in the paper and on social media.
 - c. Bill Barney will spearhead the effort to have local businesses post “recommended reading”
 - d. Repairs – There are a few repairs that are required to keep the buildings running. These are “needs”, not “wants” and include the floor and door at the Rathbun and boilers for both buildings.
 - e. BOT members will attend BOS and BOF meetings when possible.

4. 5-Year/Long Term Plan – NOTE: dates are tentative and may be adjusted according to Town and budgetary needs.

a. Parking Lots – Currently scheduled for 2019

b. ADA Updates – scheduled for 2021 and 2022. Rathbun updates will cost roughly 266K and EHFPL will cost about 295K. The updates will make the buildings more marketable in case of a sale. It will also mitigate legal risk in case of possible complaints.

c. New Facility – Scheduled for 2025-2026. The size of the building will consider population size and needs.

d. Sale of Current Buildings – 2026-2027 following the completion of the new facility.

5. Other Items

a. Dawn will send the letter about the assistant director position to the Board of Finance, along with the job description.

6. Audience of Citizens – Comments supported the long-term goal of a new facility but would like to see the minimum maintenance done in the current buildings until that time.

7. Adjournment

a. The next meeting will be on March 26th at 7pm at the Rathbun.

b. The meeting was adjourned at 8:14pm without objection.