

**EAST HADAM PUBLIC LIBRARY SYSTEM**

**PLANNING COMMITTEE**

**MARCH 26, 2018**

**RATHBUN MEMORIAL LIBRARY**

TRUSTEES PRESENT: Dawn Barlow, John Bielot, Joanne Rocznik, Andrea Pascal, Vicki Riley-Pach, Jane Chisholm, Janine Broe, William Barney

ALSO PRESENT: Michael Gilroy, Library Director; Harvey Thomas, Board of Finance; Robert Casner, Economic Development Commission

1. Meeting called to order by D Barlow at 7:03 PM
2. Motion by J Chisholm/Janine Broe to approve the minutes of the February 26, 2018 was passed 8-0
3. There was a discussion of the Board's One Year Plan.
  - A. The proposal to transfer the EHFLP building to the Town of East Haddam is in the hands of the Probate Court. M Gilroy said that he anticipated that the Court will render its decision by June, 2018 if not sooner,
  - B. At the request of the Committee, M Gilroy reviewed the budget process, including the elimination of the position of Assistant Library Director by the Board of Selectman. There was a discussion of next steps. H Thomas pointed out that on March 27, 2018, the Board of Finance will finalize its 2018-19 Budget proposal that will be submitted for a Town vote. D Barlow began a discussion about the impact of the eliminated position on Library services. After much discussion, H Thomas suggested that the best way forward would probably be to go forward without the position of Assistant Director, while documenting the ways in which the absent professional position negatively impacted Library services and operations, and to, at a later date, to go before the Board of Selectman with the finding, and ask for the position of Assistant Library Director to be reinstated. The Trustees present agreed that this would probably be the best course of action.
  - C. There was a discussion regarding the efforts of the Trustees and Library staff in increase their collective efforts to create a larger support base for the Library System.
  - D. D Barlow reviewed the letter that she would send to the Board of Finance on behalf of the Trustees
4. A Pascal and J Broe left the meeting at 8:33
5. There began a discussion of the Board's Five Year Plan.
  - A. The Board began the discussion by examining the issue of accessibility and what might be done to address this concern. J Rocznik, when asked, reported that her research determined that the East Haddam Library System was the only one not in compliance with ADA accessibility requirements.
  - B. H Thomas introduced B Casner and reviewed his credentials and his contributions to the Town.

- C. In the discussion regarding Board Long Term Capital Project proposals, B Casner began by examining Board proposals, and suggesting that short term efforts to address accessibility issues may not be the best approach. This led to an in depth discussion of the proposal to seek to have the Town build a new Library facility. It was pointed out that there existed a prior plan for such a proposal.
  - D. It was suggested that the Board form a small committee of Trustees to review these prior documents, and using them as a starting point, begin to develop a set of Library specifications to be used as a starting point for a Trustee created, community-wide Library Planning Committee. M Gilroy said that he could obtain useful materials from the State to be used in this process.
  - E. It was proposed that the existing Planning Committee be the structure to facilitate the process. The proposal would be submitted to the Board of Trustees for their action.
  - F. It was determined that the next meeting of the Planning Committee would be April 16<sup>th</sup> at the EHFPL.
6. Without objection, the meeting was adjourned at 8:14 PM

Submitted by: William Barney