

EAST HADDAM PUBLIC LIBRARY SYSTEM

BOARD OF TRUSTEES MEETING

March 12, 2020

6:30 pm at the Rathbun Branch

TRUSTEES PRESENT: Juliana Tryon Ranaudo, Dawn Barlow, Chris Delisle, Jane Chisholm, John Bielot, Bill Barney, Chris vanValkenburg,

TRUSTEES ABSENT: Vicki Riley-Pach, Janine Broe

ALSO PRESENT: Michael Gilroy, Robert Smith

The meeting was called to order at 6:34pm. A motion to accept the Minutes from 15Feb2020 as presented was accepted without objection.

Director's Report

Facilities Manager Vacancy held by Ron Turner is currently available.

Rathbun: Repair work on retaining wall is undergoing

EHFPL Building Transfer: Temporarily delayed due to a discovered discrepancy on the property size. John B to reach out to Reading room to ask Scott Jezek where the paper work stands.

Shared Preservation Grant: Town Clerk's office offered to share funding to preserve the Parker History.

2020-2021 Budget: BOS presented the budget to BOF

14Mar & 21Mar Board of Finance Workshops

7Apr20 Town Budget Hearing at Nathan Hale Ray High School 7pm

14Apr20 Annual Budget Meeting at Town Meeting Hall 8pm

5May20 Town Budget Referendum at Municipal Complex

Friends of Rathbun: 24Apr2020 Donor Appreciation event

Fourth Fridays with Friends: Working on their annual summer guest speaker series. Tentative schedule:

26Jun20 The Grounded Good Wife

25Jul20 The History of G Fox

28Aug The Year with No Summer

Friends of EHFPL: Plans for Centennial Celebration on June 19, 2020 are underway.

Committee Reports-

Finance Committee: Met on 9Mar20. Minutes were posted. Bill B discussed the strategic plan and setting 3-5 clear measurable goals. This will help with financial and public support for the new library. The Value calculator showed that an approximate \$350,000 annual operating budget provides a value to the community of approximately \$1.2 Million. Mike G will clean up the Value Calculator and create it as a PDF to put on the website indicating the base value assigned to each of the line items.

Program Committee: Did not have quorum for 2Mar meeting so didn't meet. Next meeting 6April.

Governance Committee: Didn't meet in March

Strategic Plan: Didn't meet. Bill B did research on Strategic Planning: SWOT – Strengths, Weaknesses, Opportunities & Threats. Dawn B asked the board as a whole to come up with 3-4 measurable goals.

Unfinished Business:

1. 2020-2021 Budget & Capital Plan Rob S said no significant changes to what has been proposed. Only change is in salaries since minimum wage is going up which will may have a discrepancy on some employees who make more than minimum wage now but won't after this increase takes place. Rob S stated there will be a need of a feasibility committee for the new library created who will represent both sides of having the new library. The Board of selectmen will select who will be on this committee.
2. Library Board 2019 Effectiveness and 2020 Goals:
 - a. Email distribution – Will use MailChimp as resource and will be launched early June.
 - b. Programs for Life Long Learning – Will be added to program subcommittee agenda
 - c. Celebrating 100th year anniversary – In process of working on events
 - d. Future Development of EHLS – Board of Selectmen to find members for Feasibility Committee
 - e. Community Involvement – possibility of adopt a book
3. **New Business:**
 - a. CoVID-19 – Mike G presented the trustees with CT State Library closings and program cancellations through out the state. Colchester Craigin library is temporarily closed. The trustees will decide on programs and the town would decide if library to be closed. Bill B made a motion that all library and non-library programs be cancelled at both EHFPL & Rathbun as well as non-library meetings. John B 2nd the motion. Discussion: Dawn B felt that the Library Board of Trustees as well as the sub-committees should still meet. Unless otherwise directed by the town or health officials, the next Board of Trustee meeting is 9April. Since it was felt we could not cancel programs for the next day, the cancellation of programs will take affect 15March until further notice. All were in favor as proposed and so passed. Mike G will be in contact with town officials.

Audience of Citizens: None

The meeting was adjourned without objection at 7:49pm.

The next meeting will be April 9, 6:30pm at the EHFPL Branch.