

EAST HADDAM BOARD OF LIBRARY TRUSTEES

FINANCE COMMITTEE

MINUTES OF A MEETING HELD ON FEBRUARY 10, 2020 AT EAST HADDAM FREE PUBLIC LIBRARY

1. Meeting called to order at 6:30 PM by Chair, D Barlow
  - A. Members present: D Barlow, J Bielot, W Barney. Also present, M Gilroy, Library Director
2. Without amendments, the minutes of January 8<sup>th</sup> were accepted as presented
3. Unfinished Business
  - A. The final transfer of the EHFPL building to the Town has been held up due to a discrepancy in the size of the property. The correct plot size is being determined and when determined will be added to the deed which will then be filed to the Town Clerk. It is hoped that this will be completed within a month.
  - B. The Committee reviewed both the Operating Budget and the CIP. The two budgets have been reviewed by appropriate Town officials and are ready for presentation. There will be an initial review by the First Selectman on February 12<sup>th</sup> at 3:00 at the MOC.
  - C. GOALS
    - I. There was a discussion regarding an EHLS bequest policy. D Barlow had done some research and presented a number of ideas for a bequest policy could look like. Much of the discussion regarded what should and should not appear in such a policy. There was general agreement on how such a policy should look but the Committee felt that we should continue examining the policy and discuss it again in March.
    - II. The Committee discussed the use of the Value Calculator. A review of existing data was done and it was felt that it should be sufficient for the Library System's needs. That data documented the role of the libraries in the Town and the growth of library usage over the past year. There was also a discussion about developing a program to encourage Town residents to donate new book titles to the libraries. M Gilroy will look into developing a list of such titles that could be posted in each library.
    - III. Upcoming meeting relative to the Library System are: on March 7<sup>th</sup>, the Board of Finance Budget Forum will be held.. We will be notified about the time for the Library System to appear. April 7<sup>th</sup> will be the Town Budget Hearing beginning at 7:00 PM at the NHRHS auditorium. April 14<sup>th</sup> will be the Budget Town meeting which will be held at the Old Town Hall. May 5<sup>th</sup> will be the Budget Referendum.
4. New Business
  - A. There was a discussion about the steps the Town would undertake in developing a plan for a new library building. The Committee discussed the need for the Library Trustees to be as open and transparent as possible throughout the process and to assist the various Town appointed committees to the maximum degree they request.
5. As far as Strategic Plan Goals were concerned, the Committee determined that its Goal would be a five-year goal to build a new library. W Barney said that he would prepare a draft for such a Goal to be reviewed at the March Committee meeting.

6. There was not an audience of citizens
7. Without objection, the meeting was adjourned at 8:07 PM

Submitted by W Barney

Committee Secretary