

EAST HADDAM FREE PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
JULY 19, 2012

MEMBERS PRESENT: Patti Veselak; Joanne Maynard; Donna McGlinchey; Christine Antaya; John Bielot; Denys Shorthouse; Andrea Pascal; Louise Pear; Barbara Kiley; Celina Nelan; June Plecan; Lucille Gardner; Delores Tetford; Michael Gilroy; Maureen Heidtmann, William Denny; Earle Blanchard; Laurie Prichard.

The meeting was called to order at 7:05 by President Joanne Maynard.

SECRETARY'S REPORT: Minutes from the April 14, 2012 meeting were read by the secretary, Christine Antaya and a motion to accept the minutes was made by Dennis Shorthouse and seconded by Bill Denny. All present approved of the secretary's report. Patti Veselak also thanked all of us for the cards and kind words on the death of her mother.

TREASURER'S REPORT, 4th QUARTER:

RECEIPTS: \$ 29,325.40
DISBURSEMENTS: \$ 29,450.64
BALANCE ON HAND: 6622.58
MISCELLANEOUS RESERVE FUND: \$16,753.97
SPECIAL FUNDS: \$ 6513.08

CD renewal was discussed. Motion made by Bill Denny and seconded by Barbara Kiley to stay in same bank for 3 years. Motion passed.

A motion to approve the report was made by Bill Denny and seconded by Dennis Shorthouse. Motion passed.

Endowment report presented by John Bielot: Total endowment down to \$736,699.65 from \$752,322.36. Fees were paid. We earned more than we spent with fluctuation due to the stock market, not due to expenditure.

OLD BUSINESS:

John Jascot is working on the windows project because we received money from the town to do this. We are also going to try to put a faucet on the outside of the building. We have verbal estimates for our storm windows and new paladian window over the front door. Quotes will be used for the environmental grant. A motion made by Dennis Shorthouse and seconded by June Plecan that if we get a good quote we should do this project. All approved.

The policies are now on line, sent by John Bielot.

Paul Maxwell donated a network service to the library so that we could retire our oldest service.

The president of the board wrote and sent a letter in response to Mr. Walter concerning the Unified Library System.

Heating contract discussed. Should we pre-buy 1,000 gallons at last year's price? Motion to pre-buy the oil made by Dennis Shorthouse and seconded by John Bielot. All were in favor.

The Franklin Academy has been doing a great job of planting and landscaping around the building.

DIRECTOR'S REPORT

Our goal is to become a library of the future today. Michael is now working 15 hours a week at the Rathbun as a precursor to the unification of the two libraries. Changes will occur gradually.

The Tomorrow Project is our goal for the year. Attendance was 23,400 patrons. (10% increase). Circulation had a 9% increase. There was a 20% decrease in income. Many people are doing job research. Friends did an amazing mailing.

We had 464 new patrons this year.

Our teen writing program has continued to be very successful. Most popular adult program is Book Club. Speakers are also very popular.

We did get a \$1500 energy grant and John Jascot will provide a quote for the new windows.

We also need to discuss how to handle our e-book plan. John Bielot discussed large libraries' experience with e-books. We should investigate the cost and how many patrons really want this. What % will really use this service? Nice service, but is it really worth the cost? We need to research how this could be done and how other libraries are handling this. Maybe we should buy several devices and have evenings where people can learn how to use these devices. We should discuss this further at the October meeting.

BOARD OF TRUSTEES ELECTION OF OFFICERS:

The following trustees have been nominated for the 2012-2013 year:

President: Joanne Maynard
Vice President: Donna McGlinchey
Treasurer: Patti Veselak
Assistant Treasurer: Robert Trotochaud
Secretary: Christine Antaya

A motion was made by Bill Denny and seconded by Dennis Shorthouse to have the secretary cast one vote for the new slate of officers. All approved the new slate.

TRANSITION COMMITTEE REPORT:

Barbara Kiley did an overview of the recommendations made at the last three meetings of the committee. The town's lawyer and the selectmen will look at these recommendations and get back to us.

MOTION TO ADJOURN made by Barbara Kiley and seconded by Louise Pear. The meeting was adjourned at 8: 45 pm.

Minutes recorded by Secretary Christine Antaya

EXECUTIVE SESSION

7-19-2012

The Executive Session began at 8:50 p.m. Our main discussion was about personnel.

Our requested budget and capital improvement was approved by the town. Total is \$143,000 plus.

Staff received a 2% raise this year.

A motion to adjourn was made by Dennis and seconded by John Bielot at 9:00 pm.

