

EAST HADDAM FREE PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
JANUARY 20, 2011

MEMBERS PRESENT: Joanne Maynard, Patti Veselak; Donna Mc Glinchey; Andrea Pascal; Michael Gilroy; Barbara Kiley; John Jascot; John Bielot; Louise Pear; Karan Conover; Christine Antaya, Maureen Heidtmann.

The meeting was called to order at 7:04 by President Joanne Maynard.

SECRETARY'S REPORT. Minutes of the October meeting were read by the Secretary. A motion to approve with the committee listings amended was made by Donna McGlinchey and seconded by John Bielot. Motion passed. The Treasurer reported that Trustee June Plecan has had some recent medical problems and flowers were sent from the Board. June plans on seeing us again at the spring meeting.

TREASURER'S REPORT, SECOND QUARTER:

RECEIPTS: \$51,318.51

DISBURSEMENTS: \$29,940.74

BALANCE ON HAND: \$21,377.77 (Town support just received).

MISCELLANEOUS RESERVE FUND: \$13,922.75

SPECIAL FUNDS: \$7,073.56

A large donation to the library has been made by Kathleen Desrosiers and this has been added to the endowment. A thank you will be sent.

John presented an update on the endowment. Our balance is currently \$720,083.56 due to the recent upturn in the stock market. We now pay the broker a quarterly fee so that we don't pay a fee for each transaction. Our broker would also be interested in doing a presentation for the board on the endowment perhaps for the October meeting. A motion to approve the report was made by Donna McGlinchey and seconded Andrea Pascal. Motion approved.

OLD BUSINESS: Joanne started a review of the committees' work. **The Book/Program Committee:** Barbara visited the Friend's meeting was very impressed and she joined. 275 people attended Mrs. Claus night. Next year we need volunteers from the Board there. The next big event is a spring art show and is in the planning stages. **Building Committee:** During the budget process we put in a capital expense for a new boiler. Dan Maus came to deal with a problem this week. The boiler overheated and then shut off. We are trying to determine its age. Mike will call John Jascot when there is a building problem.

The oil tank was put in 1995 and Mr. Maus conducted a test to determine the integrity of the tank and it is fine. Steve Parady is going to look at a problem slate that fell from the roof. We need a quote for painting the walls of the library for our long-range plan. John Jascot will ask a painter for a price. The front door also needs painting which John J. will do this summer. **Personnel Committee** has no report at this time.

NEW BUSINESS: Joann distributed and read a report on the History of the EHFPL. Joanne wrote this history from the materials kept in the library basement. She also read the first two pages of the report and suggested once we paint the walls, we stencil the names of the past librarians and the years they served throughout the building. We will receive the next installment at our April meeting.

A meeting was held about the budget for next year which is needed at the town offices by Jan 10th, rather than in March. Our total requested amount is \$86,500, a small increase from this year. The town will pay for the new alarm system and hope that in the future we will call Mr. Walter before we incur any major expenses.

DIRECTOR'S REPORT: Michael presented a 2010 Year in Review report. Attendance on average has tripled. 400 new patrons registered. This year's program is called Project Excelsior, with the theme of progress. We will focus on attaining popular books, DVD's and audio books for the collection and increase program attendance by offering popular events. In the spring we want to have a giant art show. We also want to strengthen ties with the community. Total petty cash amount for Oct-Dec was \$1203.79. A total of 3,316 items were circulated during the past three months. The library received a \$1200 grant from The Middlesex Community Foundation for our movie nights. Each staff members' contribution was reviewed. We have a new cleaning person named Joe Riley and he is doing a great job. Thank yous for board members and staff were also reported. The library is often complimented by the public for our excellent technology and the friendliness of the staff.

CHILDREN'S LIBRARY REPORT: Maureen reported that we are planning an 8 week "Raising Readers" program with the Early Childhood Program; an Antique's Road Show-type program; the State Police will present a program with their canine unit; a teddy bear picnic; maple syrup making etc. These are just beginning to be planned. We also have weekly story time and are planning a Monday Mayhem evening program for elementary students.

MOTION TO ADJOURN: A motion to adjourn was made by Donna McGlinchey and seconded by John Bielot at 8:42 pm.

Minutes were recorded by Christine Antaya, Secretary EHFPL Board of Trustees.

