

EAST HADDAM FREE PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
JULY 15, 2010

MEMBERS PRESENT: Patti Veselak; Kathleen DesRosiers; Nancy Hanks; Joanne Maynard; Donna McGlinchey; Christine Antaya; John Bielot; Denys Shorthouse; Andrea Pascal; John Jascot; Robert Trotochaud; Louise Pear; Dale Duby; and Barbara Kiley.

The meeting was called to order at 7:20 by President Patti Veselak .

SECRETARY'S REPORT: Minutes from the April 15, 2010 meeting were read by the secretary and a motion to accept the minutes was made by B. Kiley and seconded by J. Bielot. All present approved of the report.

TREASURER'S REPORT, 4th QUARTER:

RECEIPTS: \$27, 929.25

DISBURSEMENTS: \$28,690.48

BALANCE ON HAND: \$7,729.78

A motion to approve the report was made by D. Shorthouse and seconded by Joanne Maynard. Motion passed.

OLD BUSINESS: The library window was fixed by John Jascot and the floor mats were placed in the children's library. The dehumidifier became a problem and was replaced. What to do with the old dehumidifier which works but is really loud? John Jascot will take care of it. Kathleen received a bill for paper for computer cleaning. This was a scam. We will return the paper rather than pay a huge bill. The First Selectman will back us on this and refer the next bill to their legal department.

NEW BUSINESS: We need to elect the new officers. The following trustees have been nominated:

President: Joanne Maynard

Vice President: Donna McGlinchey

Treasurer: Patti Veselak

Assistant Treasurer: Robert Trotochaud

Secretary: Christine Antaya

A motion was made by N. Hanks and seconded by Denys Shorthouse to vote for the new slate of officers and all approved the new slate.

Earl Blanchard has agreed to become a new trustee on a recommendation of the Library Director to replace Kathleen DesRosiers on the Board of Trustees. Mr. Blanchard is a Republican. Motion made by Joanne Maynard and seconded by Louise Pear. All approved of the new trustee.

The cost of next years' oil was discussed. D. Shorthouse made a motion to purchase just as we did last year. Seconded by B. Kiley. Discussion about this occurred. This motion was retracted. Bob Trotochaud made a motion to purchase all 1200 gallons for the year at \$2.99 a gallon. This motion was seconded by D. Shorthouse. All voted in favor. We will sign the contract for the 1200 gallons. We have a 500 gallon fiberglass underground tank that was installed in 1995 and cost \$3400 at that time.

DIRECTOR'S REPORT: The theme for the year has been Innovation. The collection of the library has been overhauled, organized, and optimized. Strong relationships have been built with the community and organizations in town. New hours have made it possible to serve more patrons and offer more programs. Attendance, circulation and income have grown dramatically.

The Champion Initiative began to help patrons donate books to the library and feel more invested in the library. They can be "An East Haddam Hero". There is a binder that patrons are encouraged to review if they would like to choose a book or an author to donate and be the first to read it. This year we are having four summer programs for children. We have at least 2 adult programs each month. There are also daily fund raisers. Attendance has more than tripled in the past year, thanks to the efforts of a great staff.

With one staff member on maternity leave and deciding not to return, it has been difficult for the staff to run the library, especially with triple the attendance. Other staff members spoke of the need to have more help and replace Kerry who is leaving. They would like to be able to keep the pace that was started this year. Perhaps we could have this person be a grant writer and help with fund raising. Please do not lower the pay scale.

MOTION TO ADJOURN made by N. Hanks and seconded by Louise. The meeting was adjourned at 8:25 pm.

Minutes recorded by Secretary Christine Antaya.

EXECUTIVE SESSION OF THE EHFPL BOARD OF TRUSTEES
JULY 10, 2010

This meeting of the trustees was called to order by President Joanne Maynard at 8: 35 pm.

The first item to be discussed is next year's budget. Most of the discussion had to do with replacing Kerri. We would like to hire someone at \$10 an hour with that person able to write grants to bring in more resources for the library and possibly pay a portion of that person's income and for library materials.

A motion was made by N. Hanks and seconded by A.Pascal to hire someone at \$10 an hour for 15 hours a week and a 2% raise for the staff. All voted in favor.

The officers are also working with the Director to develop a system for dealing with petty cash for the entire staff. The Director will also train all the staff in how to handle petty cash. Perhaps he should purchase a cash register to keep better track of the cash taken in each day. This could be purchased from petty cash. The treasurer will request a monthly report. All petty cash money is kept at Liberty Bank.

We will continue this discussion at the October meeting in executive session. The members love the programs, especially cinco de mayo, game nights, adult programs; art Wednesdays etc.

Motion to adjourn made by D. McGlinchey and seconded by P. Veselak . The executive sessions adjourned at 9: 33 pm.

Minutes recorded by Secretary Christine Antaya