

**The Brookfield Library  
Board of Trustees  
September 25, 2013**

**Present:** Betsy McIlvaine, Chairman; Joanne Messer, John Voris, Maizie Jaffe, Chris Landelius, , Cathy Lasser, Ilga Parris, John Barbosa; Library Director Anita Barney

**Absent with Notice:** Alex Smolnik

The meeting was called to order at 7:32 p.m. by Chairman Betsy McIlvaine.

**Public Comment:** None

**Additions to the agenda:**

Proposed New Library Land Acquisition and Building Planning Timeline (M. Jaffe)

**Minutes of the Previous Meeting:** A motion was made by Mrs. Landelius to approve the minutes. Mr. Voris corrected a spelling error, and seconded the amended motion; motion passed unanimously.

**Treasurer's Report:** C. Lasser met with Tom McIntyre, the investment officer from Wells Fargo. She noted that management fees for the account will decrease as the account balance increases. Mrs. Lasser also received details about the investment model used.

**Director's report:** There were no questions on the Director's Report as distributed. Mrs. Landelius noted the Candidate Forum would be good for the community. Mrs. Barney noted that the time was changed from 3:00–5:00 to 5:00–7:00 on Sunday, October 27.

*Time change for political forum.*

In addition to her report, Mrs. Barney distributed a list of board members, their contact information and their terms of office.

*Contact list of board members distributed.*

With the book sale coming up next week, Mrs. Barney handed out flyers, asking board members to post them. She also solicited more volunteer help for the book sale. The library will be participating in Brookfield Day at Town Hall on October 6 and the Chamber of Commerce Best of Brookfield at the Candlewood Inn on October 16.

*Book sale information*

*Brookfield Day/Best of Brookfield*

**Old Business**

**Space Planning:** Mrs. Barney reported that she requested the installation of electric hand dryers in the public restrooms to reduce the problems with patrons flushing paper towels. Mrs. Barney received an estimate from Hantsch Electric of \$2,814.45 to install all three. Ralph Tedesco, Public Works, replied that they didn't have funds in this year's budget. This request will go into next year's budget.

*Electric Hand Dryers*

**Library Cottage:** There is no update on the cottage. A date for auction had not been set.

*Library cottage*

**New Business: Future Library Planning: Proposed New Library Land Acquisition and Building Planning Timeline (M. Jaffe).** Mrs. Jaffe has distributed a plan she created for reactivation of the New Library Committee and subcommittees. Board members discussed the responsibilities of the New Library committee, subcommittees, and the Library Foundation board. In order to reactivate the New Library Committee, it was decided to invite the New Library Committee members to the October board meeting to discuss plans to go forward. Board members believe that the Foundation will meet in November with the board to ask them for input and a discussion on starting a financing campaign. It was noted that the first step must be acquisition of land, whether purchased, donated, or town-owned.

It was decided that the board would submit Mrs. Jaffe's proposal to the New Library Committee for their input on the timeline, and to consider beginning a fundraising campaign. Mrs. McIlvaine requested that Mrs. Jaffe serve as a liaison between the board and the New Library Committee. The New Library Committee will be invited to the October meeting, with the Foundation board invited to the November meeting.

**Investment Strategy Policy:** Postponed.

**Appointment of Financial Committee:** Postponed.

**Announcements:** None

The next Board meeting will be held October 23, 2013.

Meeting was adjourned at 8:25 p.m.

Respectfully submitted,  
Donna Crane, Recording Secretary

*Reactivation of the New Library Committee and subcommittees*

*New Library committee to be invited to October meeting, Foundation board invited to November meeting.*