

C. H. Booth Library Minutes
Regular Board of Trustees Meeting
April 8, 2014

Present: Tom D'Agostino, Robert Geckle, Colleen Honan, Raymond Irrera, Bill McCarthy, Ted Meehan, Walt Motyka, Jennifer Reilly, Martha Robilotti, Michelle Rosenthal, Peter Stern, Carolyn Signorelli, Julia Starkweather and Beryl Harrison.

Absent: Mark Principi, Michael Talluto and John Trentacosta

Meeting called to order at 7:03 pm

Consideration of Minutes:

Pete Stern moved to accept the minutes of March 11, 2014. Tom D'Agostino seconded, and the motion was unanimously accepted.

Public Participation:

None

President's Announcements: Martha Robilotti, President, welcomed and introduced new Trustees: Ray Irrera, Walt Motyka, Carolyn Signorelli, and Julia Starkweather. She updated the committee assignments.

Treasurer's Report: Bill McCarthy, Treasurer presented the Statement of Income and expense for the Director's Budget for the Nine Months Ending March 31, 2014. There is an outstanding variance on the books in the area of Operating Income due to the Library's closure.

Mr. McCarthy also provided a report on the Funds Provided by the Friends of the Library. The third installment would usually be requested at this time of year; however, the second installment has not been fully spent due to the Library's closure. The request will be delayed until the second installment has been spent.

Mr. McCarthy also reported on the status of the insurance deductible. The Town is expected to reimburse the Library for the deductible soon. The check will go into the contingency fund.

Report of the Library Director: Beryl Harrison, Acting Director, distributed her monthly report via email. She addressed the plan to use funds received from an anonymous donor for creating a Maker Space which will include a 3D printer, robotics kits and soldering kits. Carolyn Signorelli expressed a need to research exhaust from 3D printers before purchasing one.

Julia Starkweather made a motion to approve the expenditure of the anonymous grant of \$12,500 for the initial purchases of equipment for the Maker Space. Pete Stern seconded, and the motion passed.

Committee Reports:

Policies and Personnel: Michelle Rosenthal reported that there will be a very important workshop on May 20 from 6-9 pm. This workshop will be presented by Attorney Tom O'Dea at the Sandy Hook Firehouse. It will cover procedures for town boards including the Freedom of Information Act. It is strongly encouraged that all Trustees attend. Jennifer Reilly will collect RSVPs to direct to Carole Ross.

Search Committee: Bob Geckle introduced Christine Stowe and Kim Weber, members of the Search Committee and Dawn La Valle, a consultant from the Connecticut State Library who is helping conduct the search. Ms. La Valle presented a report on the Focus Groups that were conducted over the past weeks. All groups had similar responses with communication, visibility within the community and love for the library being high on the list.

Mr. Geckle reported that the ad had been online for about a week and some resumes have already come in. Dawn La Valle and Mary Engels have assisted with the creation of interview questions, and the Search Committee will meet again on April 9 to review the applicants so far. June 15th is a target date for hiring. The full Board is requested to participate in the final interview of candidates after the Search Committee has narrowed the field.

Fund Raising: Ted Meehan reported on the last Turkey Trot sub-committee meeting. Community Advisors and Trustees met to discuss marketing and fundraising strategies for this year's race. The sponsorship brochure will be revised soon. All Trustees are asked to secure a sponsor for this year's race. In addition, the Board has been challenged again to be a "Gold Sponsor". Trustees are asked to donate in the hopes of collectively raising \$1,000 or more.

Bob Geckle has identified donor levels to re-start the practice of recognizing donors on plaques in the Library.

Board Members are asked to add a personal note to gift acknowledgements if they know the donors.

Building, Grounds, and Interior: Tom D'Agostino reported that the heating and cooling work has been completed. He is looking into removing the stumps by the front walk. Landscaping work will be done by the same person as last year. Regarding the question of maintaining versus repairing, Mr. D'Agostino pointed out that each year during budget season, the effort to fund maintenance projects has been cut back which leads us to the need for higher-cost repair projects. There is a new table donated from the Newtown Savings Bank in the old board room. A glass top is needed to protect the table, and improved lighting would make the room more usable.

Bob Geckle moved to approve an expenditure of \$650 for the glass table top and \$350 for the lighting upgrades in the Old Board Room. Walt Motyka seconded the motion. During discussion it was noted that the glass table top would require yearly cleaning due to its size, and that cleaning could cost \$100 each year. The motion passed unanimously.

Long Range Planning: No report.

Friends of the Library Liaison: Pete Stern reported that the book donations are getting back to the usual pace. Sunday, May 4th is a book donation day at the Library. Trustees are asked to help get the word out, including hanging signs. Bob Geckle mentioned that ads could be placed for free for "sister organizations" before movies using the new digital technology at the Edmond Town Hall Theatre.

Art Liaison: Michelle Rosenthal reported that the art of Kim Day and Pam Wilson is currently hanging in the Meeting Room. May and June will feature art from SCAN and the Flagpole Photographers.

Historical Liaison: No report.

Nominating Committee: Colleen Honan stated that the Nominating Committee will meet next week regarding the slate of officers.

Old Business: Bob Geckle reminded the Board that requests for by-law changes need to be made by April 15 for the Charter Revision Committee to consider them. Martha Robilotti will contact the Legislative Council with a request to consider changes to the number of Trustees and term limits. Mr. Geckle said that language does not need to be provided, yet, and that the charter revisions are a long-term process.

New Business: None

Julia Starkweather moved to adjourn. Carolyn Signorelli seconded. The motion passed.

Meeting adjourned at 8:31 pm.

Respectfully submitted,
Jennifer Reilly
Secretary
CH Booth Library Board of Trustees