

C. H. Booth Library Minutes
Regular Board of Trustees Meeting
May 13, 2014

Present: Tom D'Agostino, Robert Geckle, Colleen Honan, Raymond Irrera, Bill McCarthy, Ted Meehan, Walt Motyka, Mark Principi, Jennifer Reilly, Martha Robilotti, Peter Stern, Carolyn Signorelli, Julia Starkweather, Michael Talluto, Mary Thomas, emeritus, John Trentacosta, and Beryl Harrison.

Absent: Michelle Rosenthal

Meeting called to order at 7:01 pm

Consideration of Minutes:

John Trentacosta moved to accept the minutes of April 8, 2014. Walt Motyka seconded, and the motion was unanimously accepted.

Public Participation:

Mrs. Kathy Geckle, a former trustee, and Mrs. Mary Thomas, Trustee Emeritus, presented a proposal for a fundraiser to benefit the Library. A "Faux Fashion Show", using notable town personalities as models, a dinner and a raffle would be held in the spring of 2015. This would be a gala occasion similar in tone to the 75th anniversary gala held in 2007. Mrs. Thomas and Mrs. Geckle offered to coordinate the event which would involve Board participation as the date draws near.

Carolyn Signorelli moved to approve moving forward with the 2015 Gala plans as proposed by Mrs. Geckle and Mrs. Thomas. Colleen Honan seconded. Approval was unanimous.

President's Announcements: Martha Robilotti, President, announced the resignation of Dan Cruson. Geraldine Carley has been appointed to the Board by the Democratic Town Committee, and the appointment has been approved by the Board of Selectmen. Mrs. Robilotti will be stepping down from the presidency at the annual meeting. John Trentacosta will be nominated as her successor in July. On May 19th at 9:30 am, the Friends of the Library will hold a planning meeting for the annual book sale. At this meeting, Trustee Peter Stern and Julie Stern will be recognized for their contributions to the Library. Trustees are welcome to attend.

Treasurer's Report: Bill McCarthy, Treasurer presented the Statement of Income and expense for the Director's Budget for the Ten Months Ending April 30, 2014. Variances include operating income, fundraising, and book purchases, which can be explained by the Library's closing during flooding. The variance in personnel expenses is caused by the open Director's position.

Mr. McCarthy also provided a report on the Funds Provided by the Friends of the Library. Spending is nearly on track after the delay in purchasing caused by the Library's closing. Beryl Harrison, Acting Director, will make a plan for the Director's Reserve funds. The Board had delayed requesting the third installment of funds to give the Department

Heads time to "catch up" with ordering upon the Library's reopening. Mr. McCarthy recommended that the Board make the request this month.

Bob Geckle moved that the Board as for the third installment of funds from the Board of the Friends of the Library. Tom D'Agostino seconded, and the motion passed unanimously.

Mr. McCarthy also reported on the status of the insurance claim and the Capital Reserve Money Market Account. There are still funds to be recovered from insurance, and the capital reserve is being rebuilt. The Library has paid out \$48,888 in work not covered by insurance that will come from the capital reserve. Further insurance money will be used to fund the capital reserve account.

Report of the Library Director: Beryl Harrison, Acting Director, distributed her monthly report via email. She added that the Autism Resource Center donated by Autism Speaks is now open. A reception was held last Saturday.

Mrs. Harrison noted that there will be a memorial service for Jean Mann on June 14th which will highlight her Dragon Boat sculpture that she donated to the Library.

Mrs. Harrison also explained that some of the statistics reported that show a lending decline at the Library are compensated by the rise in lending of digital materials that may not require an actual visit to the Library.

Committee Reports:

Policies and Personnel: Bob Geckle reported that the committee is working to find a meeting date to work on recommendations for the By-Laws.

Interview Committee: Michael Talluto reported on the progress of the Search Committee using a PowerPoint presentation. He reviewed the development of the Search Process Committee which became the Search Committee leading to the current activity: The Interview Committee. The Interview Committee includes a Library Director from Bethel. The Interview Committee expects to present candidates to the Board by the end of June for final interviews.

Fund Raising: The Turkey Trot Committee will be meeting in the coming weeks.

Building, Grounds, and Interior: Tom D'Agostino reported on landscaping issues caused by the cold winter and by equipment used in the flooding remediation.

Carolyn Signorelli moved to approve an expenditure not to exceed \$2500 for urgent tree and limb removal contingent up the receipt of 3 bids. Julie Starkweather seconded the motion. The motion passed unanimously.

Long Range Planning: Walter Motyka reported that the committee will be looking at gaps between the Library's progress now and where it would like to be in three years. The planning work will not begin until the new director is hired.

Friends of the Library Liaison: Pete Stern reported that the book donation day was successful. The Friends will be planning the book sale at a meeting on May 19th.

Art Liaison: Jennifer Reilly reported on behalf of Michelle Rosenthal. The Flagpole Photographers will be exhibiting in the second half of May. In June, Rosemary Rau will present an exhibit comprised of several artists.

Historical Liaison: No report.

Nominating Committee: Colleen Honan reported that the committee will be interviewing a third candidate for a Board vacancy this week. Mrs. Honan also stated that a trustee will be needed by the Friends of the Library for the Vision Project Committee.

Old Business: Trustees are reminded that there is a Freedom of Information Workshop to be held on May 20th at 6 pm at the Sandy Hook Firehouse. Most Trustees are planning to attend. Mrs. Reilly will collect handouts for those who cannot.

New Business: Bill McCarthy suggested that the Board consider adding a Special Meeting in the month of August to help guide the transition with a new director in place. The date for such a meeting will be set in June or July.

Bill McCarthy moved to adjourn. John Trentacosta seconded. The motion passed.

Meeting adjourned at 8:19 pm.

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