

C. H. Booth Library Minutes  
Board of Trustees Meeting  
September 9, 2014

**Present:**, Bob Geckle, Michelle Rosenthal, Bill McCarthy, Geraldine Carley Tom D'Agostino Laura Goldstein, Colleen Honan, Raymond Irrera Ted Meehan, Walt Motyka, Martha Robilotti , Anne Rothstein, Carolyn Signorelli, Julie Starkweather,

**Absent**, Mark Principi, Mike Talluto, John Trentacosta,

Meeting called to order at 7:02 p.m. by Bob Geckle, President of the Board

**Consideration of Minutes:** *Bill McCarthy moved to accept the minutes of the August 12, 2014 regular meeting. The motion passed unanimously.*

**Public Participation:**

None

**President's Announcements:** Bob Geckle President, welcomed new trustee Geraldine Carley. Staff Appreciation dinner will be on September 12, 2014.

**Treasurer's Report:** Bill McCarthy, Treasurer, reported on library budget, explained variations, and anticipated use of insurance proceeds.

**Report of the Library Director:** Brenda McKinley, Library Director reported that the final choice for her replacement for the position of Technical Services and Systems Librarian has been made and Kate Sheehan will start on Monday, September 15, 2014. The numbers of people through door during summer are impressive: over 13,000 July and over 12,000 for August. Middle School 7th grade clusters getting tours this week.

**Committee Reports:**

**By-Laws:** Will be addressing number of trustees, term limits, ratio of appointed to elected trustees, descriptions of trustee and committee responsibilities. A meeting is scheduled October 6, 2014 and a recommendation with draft by-laws and proposal for Charter Revision will be made at the next Board meeting.

**Policies and Personnel:** Ray reported that this committee will be addressing inconsistencies in the library personnel manual and working with library staff on updating outdated policies. Meeting scheduled for September 23, 2014 at 7:00 pm - Board Room.

**Fund Raising:**

Anne requested trend analysis for our funding over last 5 years. She will be meeting with Library staff to discuss needs and will then schedule a committee meeting.

Ted Meehan will provide list of past sponsors for Turkey Trot to Board. Julie suggested a place to thank sponsors in Library. Ted will also work with Tom on banners recognizing major sponsors along race route. Bob would like to include significant Turkey Trot donors on plaques being update for the Library.

**Building, Grounds, and Interior:** Tom reported hold on release of CIP funds lifted, energy survey has been completed and we can look to move forward with solar. In 2015/16 should be getting \$300,000.00 and 2017/2018 \$250,000.00. May need to borrow some funds sooner to take care of our heating and cooling system.

**Long Range Planning:** Walt put together a graph regarding collection of data about needs and wants in order to proceed with formulating a strategic plan. Mike has data from Director search that may be helpful. Anne suggested using program on text responses to decipher most common feedback.

**Friends of the Library Liaison:** Julie Starkweather reported that the Friends are collecting a lot of books at the transfer station.

**Art/ Historical Liaison:** Michelle Rosenthal reported she has installments lined up for November and February.

**Nominating Committee:**

Will be electing officers at next meeting.

**Old Business:** October 14th and November 12th next two meetings.

**New Business:**

Board members are comfortable with receiving materials electronically.

Leadership conference Friday October 24th 9:15am Univ. of Hartford being put on by ACLB -

Bob is encouraging everyone to go if they can. If \$35.00 registration fee is a hardship let Bob know. Anyone who intends to go should let Bob know and he'll do a single registration form.

Charter Revision: Carolyn reported on Charter Revision proposal. Discussion ensued and a vote will be taken on a final proposal next Board meeting.

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*A motion was made to adjourn by Julie Starkweather . The motion passed unanimously.*

Meeting adjourned at 8:44 p.m.

Respectfully submitted,

Carolyn Signorelli

Secretary

CH Booth Library Board of Trustees