

FINAL

C. H. Booth Library Minutes
Board of Trustees Meeting
October 14, 2014

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

Absent, Ted Meehan, Mark Principi

Guests, Kate Sheehan, Kathy Geckle and Mary Thomas

Meeting called to order at 7:00 p.m. by Bob Geckle, President of the Board

Consideration of Minutes: *John Trentacosta moved to accept the minutes of the September 9, 2014 regular meeting. The motion was seconded by Colleen Honan and passed unanimously.*

Public Participation:

None

President's Announcements: Bob Geckle President shared that the Board received thank you notes from Brenda McKinley and the Library staff for the Staff Appreciation dinner held September 12, 2014.

Treasurer's Report: Bill McCarthy, Treasurer, reported on library budget and explained variations. Bob Geckle asked for further detail at next meeting regarding the Friend's variance. Bill noted that the Board should discuss budget proposal for next fiscal year at the November Board Meeting because a budget proposal is due to the town by early December. Bob Geckle has asked that Brenda work with the Finance Committee on coming up with a proposed budget based upon a "programs" approach.

Report of the Library Director: Brenda McKinley, Library Director introduced the new Technical Services and Systems Librarian, Kate Sheehan. The chbMAKERS open house was a success with over 360 people attending. Some of the activities have inspired the formation of 3 new clubs and 30 students have already signed up for training on the 3D printer.

Committee Reports:

Policies and Personnel: *Mike Talluto moved the Board to consider proposed amendments to library use policy entitled Appropriate Library Use Policy. Gerri Carley seconded and all agreed to discuss the proposed policy. It was determined that the*

bullets regarding alcohol and drug use and smoking required further revision. The Policies and Personnel Committee will address necessary changes at its next meeting and resubmit to the Board in November.

Fund Raising:

Kathy Geckle reported on progress planning the Modeling for Makers fundraiser to be held on April 18, 2015 at the Rock Ridge Country Club. Most of the models, well-known figures in our community, have already agreed to model in the fashion show. Lord & Taylor, Sabrina Style, Julie Allen Bridle, Men's Wearhouse, Olympia and Quality Gem are all participating in the event. Monsignor Weiss will be our auctioneer and John Voket will provide music and MC.

Anne Rothstein reported on the progress for the Turkey Trot. Board members are to send pledge amounts for the Board's donation to Anne and get checks to Meg as soon as possible.

Anne also met with Library Staff to request that they consider and suggest projects appropriate for grant proposals. The Board will need to consider sustainability measures in order to ensure grant projects continue after any grant funding expires.

Annual Fundraising letter to be mailed by the end of October.

Building, Grounds, and Interior: Tom D'Agostino reported that addressing HVAC needs is top priority for CIP funding. Tom and Mark Principi will draft RFP for HVAC contractors. Tom and Brenda are working on job description for Facilities operator.

Long Range Planning: Walt reported on plan and process for drafting long range strategic plan.

Friends of the Library Liaison: Julie Starkweather reported that the Friends are holding a donation day on Sunday October 19, 2014 in the Library Parking lot. The Friends' next major event is the Christmas Boutique.

Art/ Historical Liaison: Michelle Rosenthal reported November's installment is being moved to the Spring.

Nominating Committee:

Colleen Honan reported that she has been re-elected to Chair the committee. The committee has put together a skills matrix to assist with recruitment and meeting the Board's needs. They are also considering recommending that officer's terms be extended to 2 years, that minutes be kept by a library staff member or clerk instead of the Board secretary and that there be minimum experience requirements for future Presidents. The committee is planning an orientation and tour of the Library for the new Trustees. New Board members should let Colleen know whether they prefer to meet on Wednesday October 29th or Friday October 31st.

Old Business: Proposal for amendment to Charter Provision Section 4-110 considered. *Walt Motyka moved for approval of the proposal, motion was seconded by Julie Starkweather and approved unanimously.* The proposed amendment will be submitted to the Charter Revision Commission at a meeting on October 29, 2014.

New Business:

Michelle Rosenthal, Vice-President reported on a recent article in Voices regarding a presentation by Freedom of Information Commission's Public Information Officer, Tom Hennick. Michelle reminded the Board regarding FOIA's requirements and the importance that all Board business be conducted in public.

Bob reported that 3 Board members will be attending the Leadership conference being put on by ACLB on Friday October 24th at the Univ. of Hartford.

A motion was made to adjourn by Julie Starkweather, Tom D'Agostino seconded . The motion passed unanimously.

Meeting adjourned at 9:04 p.m.

Approved by the Board on November 12, 2014

Respectfully submitted,

Carolyn Signorelli

Secretary

CH Booth Library Board of Trustees