

DRAFT

C. H. Booth Library Minutes
Board of Trustees Meeting
December 2, 2014

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

Absent: Ted Meehan, John Trentacosta

Guests: Kathy Geckle

Meeting called to order at 7:06 p.m. by Bob Geckle, President of the Board

Consideration of Minutes: *Bob Geckle moved to accept the minutes of the November 12, 2014 regular meeting. The motion was seconded by Mark Principi*
Discussion: Correction: Per Brenda McKinley 12/19 is the library staff holiday party, not 12/21 as stated at 11/12/14 meeting. The library will open at 12:00 p.m. that day. *The motion to approve the minutes as amended by the correction passed unanimously.*

Public Participation: Kathy Geckle provided information regarding planning for Makers Models Fundraiser and requested that Board Members assist with fashion show fundraising and help during the event.

President's Announcements: Laura Goldstein has volunteered to represent the Board during planning for the Visions Program sponsored by the Friends of the Library.

Treasurer's Report: Bill McCarthy, Treasurer, reported on Budget proposal for next year. Proposal requests a 3.8% increase from the Town. Board needs to enhance our fundraising efforts for next year, i.e. more participants for Turkey Trot; enforce fee schedule for Meeting Room use; conduct at least one special event each year, such as Makers Models.

Walt Motyka moved to accept proposed budget, Martha Robilotti seconded the motion and the Board unanimously approved the motion.

Brenda and staff will work on narrative for budget. Bob, Bill and Brenda will meet with Board of Selectman to discuss the budget.

Report of the Library Director: Brenda McKinley, Library Director asked if we had any questions regarding Director's Report. Virtual Small Business development project is getting underway and will probably commence in January.

Committee Reports:

By-Laws: Bob reported that committee continues work on draft of amended by-laws.

Policies and Personnel: Mike reported next committee meeting will be Tuesday, December 9th. They will be working on Meeting and Board rooms use policy and fees.

Fund Raising:

Bob reported on the success of the Turkey Trot. Mike Boudry, John Godin, Jen Reilly, Public Works, Park and Rec and Police all did a great job.

Bob sent them all thank you letters.

Michelle suggested that letters go to Bee.

Julie moved to give Mike, John and Jen each a \$100.00 gift certificate for Sal & Pepe's, Colleen seconded and the motion was unanimously approved.

Fundraising letter will be personalized to prior donors and will also include information regarding library programs on back.

Building, Grounds, and Interior: No report

Long Range Planning: Walt Motyka reported that committee is currently working on surveys regarding long range strategic plan. The committee intends to keep the surveys short and use a rating system that will quantify priorities identified by the surveys.

Friends of the Library Liaison: Julie Starkweather reported that the Christmas boutique will occur this weekend on Saturday from 9:30 to 5:00 and Sunday 12:00 to 5:00 at the library.

Art/Historical Committee: Michelle Rosenthal reported committees' last meeting where modifying the committees role in art display program to be more supervisory. Library staff will deal with scheduling of artists. The committee plans on performing an inventory of the library's artifacts collection and will ensure that they are properly categorized, and insured.

Michelle moved that a new Mission statement for the committee be approved: "The Art & Historical Committee will provide oversight and policy guidance for art programs and the conservation of library historical artifacts." Walt Motyka seconded the motion and the Board unanimously approved.

Also, discussed by the committee will be updating and enforcing policies regarding fees for the sale of artwork - 10% of sales generated by the shows in the Meeting Room are supposed to go to library, but is rarely enforced.

Nominating Committee: Colleen Honan reported that the committee put together a matrix of necessary skill sets for Board members and unmet needs in that regard. Plan is to discuss matrix at next meeting, including whether there are any other skills that should be added to matrix.

We need to secure a new Board member with a financial background.

Old Business: None.

New Business: .Tonight was supposed to be John Trentacosta's last meeting but he was unable to attend.

Bob Geckle moved to recognize John by securing a brick and a book to recognize his years of service. Walt Motyka seconded the motion and the Board unanimously approved.

A motion was made to adjourn by Julie Starkweather, Colleen seconded . The motion passed unanimously.

Meeting adjourned at 8:35 p.m.

Respectfully submitted,
Carolyn Signorelli
Secretary
CH Booth Library Board of Trustees