

Library Board of Trustees Meeting
November 10, 2015

Meeting called to order at 7:05 by President Geckle

Present: Bob Geckle, Tom D'Agostino,, Laura Goldstein, Ray Irrera, Julie Starkweather, Joan Petersen, Anne Rothstein, Bill McCarthy, Colleen Honan, Geraldine Carley with Brenda McKinley attending

Absent: Michelle Rosenthal, Mark Principi, Walt Motyka

No guests were present and no public participation

Minutes: Minutes of the November meeting were approved.

President's Report

Bob announced that Carolyn Signorelli would be resigning from the Board of Trustees. Bob reported that he, Anne, and Julie attended the CT Library Association yearly meeting. Each of them spoke about the various sessions and their impressions and takeaways.

Treasurer's Report

Bill discussed the details of the monthly report. In addition, the auditor's report was included this month's report, which is still in draft form but is basically ready to finalized. Fundraising sponsorships are up.

Bill went over the budget process. December 4th is the target date to submit the Library budget to the finance director, but we discussed the possibility of requesting an extension.

Joan requested budget information in order to determine the fundraising goals and priorities.

Library Director's Report

Brenda highlighted some of the library events, such as the upcoming Maker Space Open House on 11/14, the Middle School tours, staff training on the new HVAC system, the Statistics Report for the state of CT, and the new website.

By-Laws Committee Report

Geri moved to approve the by-laws document, with Colleen seconding.

Bob will send out committee member assignments to sub committees.

Approval of the document is subject to final editing.

12-0 approved

Policies and Personnel

Ray presented 2 policies for review, the Gift and ILL policies.

The ILL policy was accepted 12-0. The group decided that the Gift policy needs additional rewording based on questions that need to be resolved. One is the approval process and the second is the liability issue. The group felt the policy needs to be kept broad.

Nominating

Colleen reported that the BOT membership remains at 15 (out of a possible 18)

There is someone to be appointed to the Finance committee.

Colleen passed out 3 documents, one for members' terms, one for assignments, and a self assessment tool.

Old Business

Bob Geckle reminded all Trustees of the importance of following all FOI requirements when conducting library committee business"

Adjourned 8:50

Julie moved to adjourn, Ray seconded.

Note: I sent minus the Old Business item.