

C. H. Booth Library Minutes  
Regular Board of Trustees Meeting  
December 8, 2015

**Present:** Geri Carley, Tom D'Agostino, Bob Geckle, Ray Irrera, Bill McCarthy, Brenda McKinley, Matt Mihalcik, Joan Petersen, Mark Principi, Anne Rothstein, Carolyn Signorelli, Julie Starkweather, Mike Talluto, Michelle Rosenthal, Walt Motyka

**Absent:** Colleen Honan, Laura Goldstein

The Meeting was preceded by a Turkey Trot reception.  
Meeting called to order at 7:05 pm

**Consideration of Minutes:** *Julie motioned to accept the November 10, 2015 minutes, Tom seconded the motion, all approved. Motion passed.*

**Public Participation:** None

**President's Announcements:** Bob read Caroline Signorelli's letter of resignation.

**Report of the Library Director:** Brenda handed out and discussed the monthly report. See attached. Highlights: Library was awarded Maker Space grant and the Library's brand new website was launched last week.

**Committee Reports:**

**Policies and Personnel:** Michael reported that the committee is working diligently on the remaining policies and will have several more for the board's approval at the next meeting.

**Fund Raising:** Joan reported on the overwhelming success of the Turkey Trot. The link on the Library's website for the Turkey Trot worked out very well. All Turkey Trot information is being documented and kept in a binder for future use. Annual appeal letters are out and thank you letters for the Turkey Trot and annual appeal are underway.

**By-Laws:** Bob provided hard copies of the newly approved By-Laws to all Board members. Electronic version will also be sent to all Trustees. In addition new committee appointments were distributed to all Trustees that are reflective of the new by-laws

**Building, Grounds, and Interior:** Tom reported: the walkway was being taken care of, LED light bulbs were being installed, he's shopping for new Library windows, alarms are in working order, and the handicapped driveway is complete.

**Long Range Planning:** Bob & Walt reported: Consultant hired: MB & A Consultants, aka Maxine Bleiweis & Associates out of Bridgeport, CT. Committee is reviewing the contract. The plan is to have a steering & working committees with community representatives and staff members.

**"Friends of the Library" Liaison:** Julie reported that "Holiday" store was a success.

**Art/History Liaison:** no report this month

**Nominating Committee:** Mark reported that they're still looking for a secretary. They have a few leads. The committee is working on updated lists of current Trustees and their terms, as well as board talent and self assessment templates.

**Treasurer's Report/Budget Process:** Bill McCarthy, treasurer, presented and the Board discussed the C.H.Booth Library Treasurer's Report, 112/8/15. See attached.

*Bill moved for the Library Board to request that the Friends approve the second installment payment for the Library, Walt seconded the motion, the motion was discussed, all approved, and the motion passed.*

*Bill moved to accept the C.H. Booth Library Budget for 2016/2017 as presented with the one caveat that there could be an adjustment to the Trustee income line upon an update from the Hawley Trustees, Walt seconded the motion, all approved, and the motion passed.*

**Old Business:** None

**New Business :** Bob reported that the 12/2015-12/2016 Library meetings have been set and the list of the Standing and Special Committees is now ready. Hard copies of both were distributed to the Trustees .

*Move to adjourn by Walt, seconded by Matt the motion, all approved.*  
Meeting adjourned at 8:35 pm.

Respectfully submitted,  
Michelle Rosenthal  
Vice President, CH Booth Library Board of Trustees