

HARWINTON PUBLIC LIBRARY

<http://www.harwintonpl.org>

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Board of Trustees Meeting - February 3, 2014

Unapproved minutes.

The meeting was called to order by Co-chair Lisa Sadler at 7:00 pm.

Members present: Barbara Buss, Marilyn Mitchell, Rich Agoston, Dave Christensen, Lisa Sadler, Karen Kelleher and Library Director Stasia Motuzick.

Public input: Pattie Sederquist attended the meeting.

Secretary's Report: Motion to accept as read by Mitchell, second by Buss, approved.

Treasurer's Report: Lisa Cianciolo not present. Stasia's report was reviewed. She and Lisa will be assessing their reports to be sure all funds agree.

Librarian's Report: Stasia received bill from architect. She checked with other libraries regarding Sunday hours. She recommended Jan. thru April if Sunday hours are chosen. Bought 2 new computers for \$1,375.26 which came out of state grant. Discussed what to do with computers coming off support. Motion to accept by Buss, second by Christensen, approved.

Building Addition: Discussed the cost of the addition. We were given a price of 5.5 million, would like to reduce that to 5, 4.5 or hopefully 4 million but wonder if that's realistic without changing the footprint of the building. Could decrease site work, parking, generator, try to get grants for furniture, have town get involved to help cut costs (e.g. Garden Committee move plantings). Discussed the elevator, and uses for it, whether or not the lower level is necessary. The "Friends" have their book sales there and it is their main source of income. Discussed meeting with the town to present this budget and get input vs. cutting things out of plan. Cost of labor was not updated on the proposal and it typically goes up ~4% per year. It was decided to meet with architect Ken Best, to go over plan in detail and ask him to come up with ideas on how to cut costs while keeping the footprint. We would invite board members, building committee members, Friends to attend. To check with Mike Criss to see if he has found members for the Bldg. Committee as he previously stated he wanted to. Received invoice from Ken Best for remainder of the design, motion to pay by Christensen, second by Buss, passed.

Committee Reports:

Art: No report.

Budget: Discussed below.

Fundraising: No report.

Investments: Rich is attempting to reach Investment committee, one person no longer able to serve, another out of state. He met with Janet Russo, the new town Treasurer who encouraged him to call Fidelity for advice and they recommend he look it up on the website. Discussed getting a financial adviser, putting the money in CDs. Rich will talk further with Janet and get more information for us to make a decision.

Property and building: Discussed above.

Governance: Will need one new member. Pattie Sederquist visiting. We also need someone to become co-chair when Lisa Sadler's term is over.

Correspondence: Architect's bill received.

Budget: Town's budget is \$164,500, \$22,000 of it is discretionary, the rest is salary. If we add nothing it increases 3% to \$170,000 next year. Two options to add hours – add 5.5 during the work week, total \$175,000, 6% increase or also add Sunday, total \$178,000, 8% increase, that is with keeping all supplies the same. Tech services is a large part of discretionary budget. Discussed maintaining server ourselves, vs. using TLC to host and service the server. Will ask TLC for list of references and discuss next month. It was decided to increase library hours by 5.5 hours to bring it up to 45 hours and buy less books with town money. Motion by Buss, second by Mitchell, approved. There was discussion on how much to ask for the computer fund and motion was made to request \$3,000 for computer fund for the upcoming fiscal year. Motion by Kelleher, second by Mitchell, passed.

Motion to adjourn meeting at 8:40 by Mitchell, second by Buss, approved.

RECEIVED FOR RECORD AT HARWINTON CT
ON 2-6-2014 AT 10:00AM
ATTEST NANCY E. ELDRIDGE TOWN CLERK