

Harwinton Public Library

<http://www.harwintonpl.org>

<http://www.harwintonpl.com>

Board of Directors Monthly Meeting - March 3, 2014

Unapproved Minutes

The meeting was called to order at 7:03 p.m. by Co-chair Leslie Flowers.

Members Present: Rich Agoston, Barbara Buss, Dave Christensen, Lisa Cianciolo, Leslie Flowers, Marilyn Mitchell, and Lisa Sadler.

Also in Attendance: Library Director Stasia Motuzick, and prospective director, Patty Sederquist.

Public Input: None

Secretary's Report: A motion to accept the minutes from the February 3, 2014, regular meeting was made by Cianciolo with a second by Buss; a unanimous vote followed.

Treasurer's Report: The Income and Expenses Report through February 28, 2014, was reviewed and accepted on motion by Agoston with a second by Christensen; a unanimous vote followed. It was noted that there would be no prior year comparison report because this is the first year the information was reported in this format. It was also noted that the car wash fundraiser raised \$922; it was agreed that this fundraiser should be repeated later in the year.

Librarian's Report: The report was accepted on motion by Sadler with a second by Cianciolo, with all voting in favor. Various topics were discussed in detail including the following:

- The budget has been clarified, including the request to increase library hours by 5.5 hours, and given to Selectman Criss for presentation to the Board of Finance.
- The Library's policy pertaining to selling books for authors was reviewed. Following discussion, a motion was made by Sadler with a second by Cianciolo to revise the policy to no longer charge an author for selling his/her book, but would suggest a donation of a signed copy for the Library's collection; unless, it requires staff involvement, in which case 10 percent of the cost of the book would be requested. A unanimous vote followed.
- An Edge Initiative Survey was completed; webinars may be available in the spring.
- \$1,206 was received for the 2014 state grant, which could be used for a new computer the following year.
- The Ed Janetta Miller Program was well attended.
- An increase in the rate for outside computer assistance was not approved because the request was not timely in the budget process.
- Further review will be made and firm pricing obtained before making a decision pertaining to contracting with TLC as an alternative to replacing the Library's internal servers. Dell will no longer provide support after the current contract ends in March 2015.

Committee Reports:

Art: Flowers reported that Kindergarten through eighth grade will be represented in the Annual Art Show.

Budget: The budget has been submitted as previously noted.

Computer: Discussed previously in Librarian's report.

Fundraising: Various fundraising suggestions were made and discussed including a pasta dinner provided by a restaurant, selling raffle tickets for a television (requirements to be determined), and a Scrabble tournament. All suggestions will be revisited.

Investments: It was agreed that it is difficult to find members for the Investment Committee, and following discussion, a motion was made by Agoston, with a second by Christensen, to dissolve the committee; all voted in favor of the motion. It was agreed that representatives from the Community Foundation would be invited to attend the April Directors' meeting, which would begin at 6:30 p.m.

A motion was made by Flowers, with a second by Cianciolo, to request that the Treasurer withdrawal all funds currently held by Fidelity and temporarily deposit those funds into five separate Certificate of Deposit accounts at Thomaston Savings Bank, to be held until further financial advice has been obtained to determine more appropriate investment vehicles. All voted in favor of the motion.

Property and Building: There was discussion regarding the recently held meeting with architect Ken Best to look at options in an effort to reduce the cost of the proposed renovation/addition project. Costs for redesigned plans and revised cost estimates to incorporate suggestions made by the Building Committee and Library Directors were presented. A motion to approve spending up to \$4,000 for the above was made by Flowers with a second by Christensen; all voted in favor of the motion. It was agreed that both the old and the revised plans would be needed for the presentation to the town.

Governance: Patty Sederquist has been attending the meetings and will officially become a member of the Library Board at the next town meeting. Christensen agreed to become co-chair when Sadler leaves the Board.

Correspondence: None.

Other Business: None

A Motion to adjourn was made at 8:24 p.m. by Buss, second by Sadler; a unanimous vote followed.

Respected Submitted by Marilyn Mitchell

RECEIVED FOR RECORD AT HARWINTON CT
ON 3-4-2014 AT 3:05 PM
ATTEST NANCY E. ELDRIDGE TOWN CLERK