

## HARWINTON PUBLIC LIBRARY

<http://www.harwintonpl.org>

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### Board of Trustees Regular Meeting – Monday, September 10, 2018

#### Unapproved Minutes

The meeting was called to order at 7:03pm by Leslie Flowers.

**Trustees Present:** Art Potwin, Leslie Flowers, Patti Sederquist, Elizabeth Booth, Naomi Toftness, Mac Beatty, and Jamie O'Meara were present. Also present was Library Director, Alice Freiler.

**Public Input:** none

**Secretary's Report:** A motion to accept the Secretary's Report as written was made by A. Potwin, seconded by M. Beatty. Approved.

**Treasurer's Report:** none

**Librarian's Report:** Highlights include:

- Budget on track; telephone costs have increased and the library would like to see the telephone bill on a monthly basis or take it off as a line item;
- Board Basics training: schedule for the winter with an alternate date for inclement weather;
- Volunteers can be used to help with the annual appeal mailing;
- \$2000 grant from Thomaston Savings Bank; \$65 left to spend from Lions' Club grant for kids' area; Civic Family Services grant for programming for teens will be completed with a "Pursue the Clues" escape event at the library; Northwest Connecticut Community Foundation grant will be applied for and possibly used for website redesign or digital materials;
- Computers: all new printers can be purchased for just under \$2000; contract would be 3-5 years and they will guarantee the cost of printing; A motion to appropriate money from the Annual Fund to purchase printers and copiers was made by E. Booth, seconded by L. Flowers. Approved.
- Storage shed project moving forward;
- Art lighting project moving forward;
- A/V system in the community room: estimate came in as \$7,676, the Board pledged \$1500, the library received a \$2000 grant; A motion to spend up to \$4200 to cover the unfunded portion of the activity room projection system from the building fund was made by L. Flowers, seconded by P. Sederquist. Approved.

- Amanda put up bulletin boards at HCS to celebrate children's summer reading;
- Joann will attend a program to learn about RequestIT; Amanda will attend a library performers' session at the Torrington Library;
- Eye screening for preschoolers will take place at the library;
- The new Library Page, David, is scheduled to begin on 9/29/18;
- The Library Friends are going to sponsor some magazine subscriptions; they are discussing the possibility of continuing to sponsor the hot spots; they are concerned about radon in the basement of the library;
- A motion to accept the Librarian's Report was made by E. Booth, seconded by N. Toftness. Approved.

**Committee Reports:**

- **Art:** Wendy Costa is currently the exhibiting artist; Nov/Dec: small works exhibition with reception scheduled for November 2, 2018.
- **Budget:** none
- **Computers:** standards in progress.
- **Fundraising:** there have been some art sales; beginning work on the Annual Appeal.
- **Property and Building:** Alice shared a carpet proposal; she will follow up to request samples.
- **Governance:** none
- **Strategic Plan:** in progress
- **Correspondence:** notes to be sent out

**Other Business:** none

Motion to adjourn was made by A. Potwin, seconded by N. Toftness. Approved at 8:25 pm.

Respectfully submitted,  
Jamie O'Meara, Secretary

RECEIVED FOR RECORD AT HARWINTON CT  
ON 9/14/18 AT 8:37am  
ATTEST NANCY E. ELDRIDGE TOWN CLERK