

HARWINTON PUBLIC LIBRARY

<http://www.harwintonpl.org>

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Board of Trustees Regular Meeting – Monday, January 7, 2019

Unapproved Minutes

The meeting was called to order at 7:07 by A. Potwin.

Trustees Present: Art Potwin, Leslie Flowers, Patti Sederquist, Elizabeth Booth, 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 was made by L. Flowers, seconded by P. Sederquist. Approved.

Treasurer's Report: No update

Librarian's Report:

- Budget inaccuracies: intern salary continues to be incorrect in reports; Alice requested the expanded report- it looks good now;
- Board is concerned: the telephone line item will run over for the year due to late payments and late fees; the library has budgeted tightly without extra to cover late fees;
- The union votes on a contract on Thursday- need to know the contract to plan for salaries;
- Annual Appeal: donations continue coming in; many people are sending donations undesignated; Library plans to expand the digital offerings;
- ACLB Membership renewed;
- Small Works art display was successful; planned again for 2019;
- Hot water tank replaced in the library;
- Weigold does painting, too; will give an estimate;
- Looking into moving companies to move/store books;
- New projector is wonderful; will add movie screenings; Thank you to Charlie for his work & donation;
- Will circulate old projector and portable DVD;
- Website meeting Friday at 11:00 am with Code Dragon;
- Programs: Winter Story Time coming soon; Expressive Arts program is full with a waiting list; Feb. 2 is Take a Child to the Library Day; Feb. 9- Valentine program

with chocolate; National Read Aloud Day is 2/13/19- Alice and Amanda will be going out into the community to read;

- New TLC circulation system is going well and the staff are happy;
- AARP Tax Preparation begins in February; they tested their setup and will be bringing their own hotspot;
- Library Friends fundraisers went well;
- Board of Selectmen meet on January 8th; Alice plans to attend to ask about a radon test for the basement, an energy audit to see how the new roof and insulation are doing, and to find out when the automatic doors will be installed (The money has been approved.);

A motion to accept the Librarian's Report was made by L. Flowers, seconded by M. Beatty. Approved.

Committee Reports:

- **Art:** current display: quilts; Artists are booked through the year
- **Budget:** meeting 1/14/19 at 6 pm (waiting for union contract info)
- **Computers:** none
- **Fundraising:** covered
- **Property and Building:** covered
- **Governance:** none
- **Correspondence:** Letter all set

Other Business: none

Motion to adjourn was made by L. Flowers, seconded by P. Sederquist. Approved at 7.46 pm.

Respectfully submitted,
Jamie O'Meara, Secretary

RECEIVED FOR RECORD AT HARWINTON CT
ON 1/15/19 AT 8:45 am
ATTEST TOWN CLERK *Janet Bayer*