

HARWINTON PUBLIC LIBRARY

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Board of Trustees Monthly Meeting - June 2, 2014

Unapproved Minutes

The meeting was called to order at 7:10 by Co-Chair Leslie Flowers.

Trustees Present: Barbara Buss, Rich Agoston, Marilyn Mitchell, Karen Kelleher, Patti Sederquist, Dave Christensen, Lisa Cianciolo.

Also present was Library director Stasia Motuzick.

Public Input: None.

Secretary's Report: Motion to accept minutes as read by L. Cianciolo, second by K. Kelleher, passed.

Treasurer's Report: Still can't compare with last year as we have no data until June of '13. Motion to accept Treasurer's report as read by M. Mitchell, second by R. Agoston, passed.

Librarian's Report: Highlights include: Mike Criss would like to meet with the computer committee this summer; Finance Board passed our budget - new hours will be publicized. Stasia will buy books and supplies with the remainder of the budget. Town hall is scheduling CPR course for staff members. Stasia discussed having a program to introduce the library version of Ancestry.com to patrons. Stasia attended a roundtable on the Passport program, an event to take place in September. HCS children will visit the library in June. DVD's have been moved closer to the circulation desk as a few have gone missing. Some computer settings have been changed, will get software fix to prevent this for \$30. Friends made less money during the plant/bake sale last month. Motion to accept minutes as read by B.Buss, second by M.Mitchell.

Committee Reports:

Art: There will be a reception Wed. June 4 at 6:30. Susan Kennedy to give a talk on raising orchids. Shannon Jahrling will display photos for July/August. There will be a juried show in September.

Budget: Budget passed by Board of Finance. No discussion.

Computers: Keyboard fixed. Getting a new printer. D.Christensen working on technology plan.

Fundraising: Annual fundraiser letter at printer. K.Kelleher will let board know when they're ready to stuff. Carol Symonds will help librarian count envelopes when they come in. Board members

interested in the Marino's dinner. L.Cianciolo will call and see if she can get a Thursday night October date.

Investments: L.Cianciolo, D.Christensen, R.Agoston, and town treasurer Janet Russo met with Bill Coe from Thomaston Savings Bank. He works like a brokerage. We can have a single account with multiple investments in separate funds. Having a single account will save on fees. Structured CD is a CD with longer term and guaranteed 1% minimum and maximum 8% interest. Discussed what to do with unrestricted board funds. Recommended endowments to be low risk and board funds to be in low risk fund with some liquidity to access quickly. Discussed putting the annual fund endowment principle in a structured CD and the gain in a low risk mutual fund; put the Board endowment principal in a 5 yr structured CD which had min/max interest of 1-6% and the Board Endowment gains also in a 5 yr structured CD to earn more interest. With these ideas in mind a motion was made to get a proposal from William Coe of Thomaston Savings Bank. Motion made by B.Buss, second by L.Cianciolo, passed. Proposal will be discussed at the August Board meeting. Of note is that Janet Russo is the only person who can access the accounts and we will request regular reports from her.

Property and Building: L.Flowers sent letter of intent to state for grant. Application is due in late August. She'll work on this. Architect is supposed to complete a large part of this. Leslie will contact him. Also needed is information from selectmen.

Governance: Elections were held. The following slate was nominated by B.Buss, second by L. Cianciolo: Leslie Flowers, 2nd half of Co-Chair term, Dave Christensen, first half of Co-Chair term; Karen Kelleher, Secretary; Lisa Cianciolo, Treasurer; Leslie Flowers, Building Chair, Barbara Buss, Correspondence and Art. Entire slate was passed.

Correspondence: L. Flowers to send thank you to Lisa Sadler and Theresa Landau for serving on the Board.

Other Business: None.

Motion to adjourn was made at 8:20 by M. Mitchell, second by B.Buss, passed.

Respectfully submitted,
Karen Kelleher, Secretary

RECEIVED FOR RECORD AT HARWINTON CT
ON 6-5-14 AT 3:15pm
ATTEST NANCY E. ELDRIDGE TOWN CLERK