

# HARWINTON PUBLIC LIBRARY

<http://www.harwintonpl.org>

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## Board of Trustees Regular Meeting – Monday, January 8, 2018

### Unapproved Minutes

The meeting was called to order at 7:00 pm by Leslie Flowers.

**Trustees Present:** Leslie Flowers, Patti Sederquist, Barbara Buss, Art Potwin, Debby Janssens, and Mac Beatty were present. Also present was Library Director, Alice Freiler.

**Public Input:** Naomi Toftness, considering position on Board.

**Treasurer's Report:** A motion to accept the Treasurer's Report was made by

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

- Proposed budget requested by Jan 30, by First Selectman-Mike asks that we include 2% salary increase
- Alice asked Mike about Xerox contract, which expires in Oct. Service and quality are great, but contract needs to be renegotiated to lower costs. Alice feels that having staff and public sharing a copier is not desirable and Library would benefit from a second copier.
- All feel it is important to go to Board of Selectmen and Finance Board meetings to express concerns over freeze on book budget (since July). This is severely impacting the Library's ability to add new books and media to the collection.
- Mel D. Informed Alice that Mary is entitled to 73 hours of vacation time, something that was not foreseen in last budget. The Board will need to meet with the Board of Finance to explain that this cost is unexpected and that the library will need to go over budget on this.
- 19 pieces sold from the 12 x 12 show. Ted Weingart made a donation of 100 to be added to the principle.
- Annual appeal is continuing to trickle in.
- The annual town meeting will be on 1/23 at 7:00, where expenses related to the roof, insulation, and boiler will be addressed, as well as electing new Board members.
- Computer wireless adapters have been fixed. We are working with Dean to establish connectivity.
- Hot spots have been well received!
- Accucounter Lite is Alice's first pick for a door counter. It does all that is needed, at a good cost. The counter reader can be kept by the desk. Motion made by B. Buss to

pursue purchase of Accucounter Lite upon review of custodian. Seconded by A. Potwin.. Unanimously approved.

- Tax prep begins second week of Feb.
- Friends offered \$750 for adjustable two station desk for new computer, purchased for children's area with Community Fund grant. B. Buss made a motion to spend \$550 for an additional single station desk. Seconded by D. Janssens. Unanimously approved.

**Committee Reports:**

- **Art:** The committee was pleased with 12x 12 event and will do it again next year. Coming soon: sculpture in main library and quilt exhibit in community room.
- **Budget:** none
- **Computers:** none
- **Fundraising:** none
- **Property and Building:** Dean of Computer Obsession was asked to provide an estimate for digital projector and a larger screen: \$3,000 to \$5,000. A small card catalog was loaned to the library for a seed catalog.
- **Governance:** Barbara and Karen are at the end of their terms. ☺ M. Beatty made a motion for Art Potwin to become co-chair. P. Sederquist seconded. Unanimously approved.
- **Strategic Plan:** Board to review 10 year plan, in preparation for development of new 5 year plan, addressing accessibility, door openings, size limitations, and new vision for usage of library space.
- **Correspondence:** none

**Other Business:** none

Motion to adjourn was made by L. Flowers, seconded by A. Potwin. Approved.

Respectfully submitted,  
Jamie O'Meara, Secretary

RECEIVED FOR RECORD AT HARWINTON CT  
ON 01/16/18 AT 8:30 AM  
ATTEST NANCY E. ELDRIDGE TOWN CLERK