

HARWINTON PUBLIC LIBRARY

<http://www.harwintonpl.org>

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Board of Trustees Regular Meeting – Monday, March 5, 2018

Unapproved Minutes

The meeting was called to order at 7:01 pm by A. Potwin.

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

Public Input: none

Secretary's Report: none

Treasurer's Report: Art fundraiser made \$2400. Money being spent on new materials, finally. Money transferred to a new CD. A motion to accept the Treasurer's Report was made by L. Flowers, seconded by N. Toftness. Approved.

Librarian's Report: Highlights include:

Budget on track. New budget must be going through; haven't heard anything. Phone bill is way down with the new system- saving a lot of money. Children's programming salary will be over, need to address; WB Mason printing/copying proposal- looks good: no printing cap, service, toner, work with existing equipment; will need to purchase a couple of printers, can choose to upgrade equipment;

Building: insulation in attic; new door counter has arrived, but LED lights were interfering, had to find a good spot; keeping a manual count for now;

AARP Tax Prep- going well; Summer reading- coming up; Outreach: seed library, Mystic

Aquarium library's day- will use their touch tank;

New computer equipment has arrived.

Some weather closings; Friends didn't meet in February;

National Volunteer Week- April 15-21; Let's do something for our volunteers!

Grants: LSTA Information meeting- planning grants; \$5000 with \$1250 match- can be in-kind donations, lots of options to make up the match; four deadlines; eligibility- need self-assessments, good framework to organize our planning; include community needs assessment with survey of community- users and nonusers; they will want to see the new long range plan; Annual appeal- one more donation;

Discussion about foreign films- concerns about unrated material; only lent to adults over 18; policy is sound; will put up a notice near the collection; board agrees these should not be censored;

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

Committee Reports:

- **Art:** Shows all set through this year; Brooke Nightengale is the current artist with work on display;
- **Budget:** no update
- **Computers:** printers discussed
- **Fundraising:** no update
- **Property and Building:**
 - lighting in community room needs to be updated; Lowe's has some new styles of track lighting; will match with current system; update heads; share ideas with John Fredsall; Leslie will get some quotes.
 - Roof should be done in the spring; building may close for a short period
 - New insulation in attic
- **Governance:** board in good shape
- **Policy:** Thank you to Mac for the formatting; section 3: union contract info- discussion about union contract; resolved.
- **Strategic Plan:** discussion on hold for now.
- **Correspondence:** none

Other Business: Will renew Association of Connecticut Library Boards membership.

Motion to adjourn was made by L. Flowers, seconded by R. Agoston. Approved 7:54 pm.

Respectfully submitted,
Jamie O'Meara, Secretary

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ON 03/06/18 AT 9:31 AM
ATTEST NANCY E. ELDRIDGE TOWN CLERK