

Harwinton Public Library

<http://www.harwintonpl.org>

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Board of Trustees Regular Meeting – Monday, December 12, 2016

Unapproved Minutes

The meeting was called to order at 7:00 by Karen Kelleher.

Trustees present: Karen Kelleher, Leslie Flowers, Patti Sederquist, Barbara Buss, Art Potwin, Rich Agoston, Debbie Janssens. Also present was Library Director, Alice Freiler.

Public Input: none

Secretary's Report: Motion to accept the minutes from November's meeting as written made by B. Buss, seconded by A. Potwin. Approved.

Treasurers Report: no report

Librarian's Report: Highlights include: Budget proposal submitted for M. Criss. We are still waiting to find out about funding for servers. Berkshire Alarm was able to repair broken alarm through a new phone line. Computer Obsession has begun work with TLC to configure our new server. When ready, they will schedule the switchover. This work will need to be resolved by January 31. HPL received a grant from TSB for Launchpad Tablets and are already in use. The application for the \$1000. Literacy Grant from TEI Landmark Audio was submitted and approved. Barry Patterson's wife Susan asked that the memorial donations go toward our building fund. Motion to accept Librarian's report as written made by B. Buss, seconded by A. Potwin.

Committee Reports:

- Art – Carol Ganci has sold several pieces.
- Budget – Increase in technology spending for TLC./Computer Obsession operating costs. Some small cuts were also made (supplies and 1 hour from staff). Board decided to table approval of budget, pending notice of TH funding of server and \$3385. increase in budget to cover operating costs. Board felt that technology expenses are a necessary operating cost and should be covered by town budget and not through Library raised funds for books and services. Much effort was made to stay budget neutral, but with 85% of budget contractual, there is little room to cut costs.
- Computers: no further action

- Fundraising: Fundraising is on temporarily on hold. We are waiting for resolution of building project.
- Property and building – Building committee is waiting for State's answer to waiver request. Once approved, plans are ready to go to bid and then referendum.
Request was made by L. Flowers for up to 6,000. for fees associated with bidding.
Motion was made by B. Buss to allocate up to 6000. For for bidding fees. Seconded by P. Sederquist. Approved.
- Policy: Reviewed/revised section 2. We will continue with section 3 next month.
- Governance: no action
- Correspondence: no action

Other Business: none

Motion to adjourn was made by B. Buss, seconded by A. Potwin. Approved, 8:12.

Respectfully submitted,

Leslie Flowers, Co-Chair

RECEIVED FOR RECORD AT HARWINTON CT
ON 12/15/16 AT 2:57PM
ATTEST NANCY E. ELDRIDGE TOWN CLERK