

## HARWINTON PUBLIC LIBRARY

<http://www.harwintonpl.org>

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### **Board of Trustees Regular Meeting - December 1, 2014**

#### **Unapproved Minutes**

The meeting was called to order at 7:00 pm by Co-Chair Dave Christensen.

**Trustees Present:** Dave Christensen, Leslie Flowers, Marilyn Mitchell, Lisa Cianciolo, Barbara Buss, Rich Agoston, Art Potwell, Karen Kelleher, and Patti Sederquist.

Also present was Library Director Stasia Motuzick.

**Public Input:** None.

**Secretary's Report:** Amend the minutes from the November meeting to include that the Board agreed to get a proposal from Torrington Savings Bank to invest money utilizing their Investment Management and Trust Services. Motion to approve the minutes as amended made by L. Cianciolo, second by B. Buss, approved.

**Treasurer's Report:** Donations are down ~\$1,000 from last year but income is still overall up due to the architect fee paid last year. Motion to accept report made by L. Flowers, second by R. Agoston, approved.

**Librarian's Report:** Congratulations on receiving the \$1,000,000 grant from State of CT for library expansion. There are now 4 book groups which take place at the library. Carol Bauby has volunteered to help people with Ancestry.com during the winter months. BetterworldBooks is an organization that buys discard books. A decision needs to be made as to whether to use this company, and if so, who the proceeds go to. Motion to accept Librarian's report made by L. Flowers, second by B. Buss., approved.

#### **Committee Reports:**

- **Art:** Several months planned.
- **Budget:** To work on next month.
- **Computers:** Mike Criss said the plan is to connect the library to the fiber-optic cable at the same time as the Town Hall. The grant the town received should cover all expenses. No date has been set. Mike Criss would like to have same equipment and same tech support for all town buildings. They prefer the supplier PC Wizard. They would pay for the servers out of the Town

Hall capital money. The Board of Finance wants a single capital budget for computers for the Town Hall and Library. Stasia has multiple quotes, PC Wizard is the highest. Stasia will send a message regarding that to Mike Criss. The two computers being replaced are XP computers so there is some urgency. Motion to purchase two computers from CDW-G in the amount of \$1,308.64 made by D. Christensen, second by R. Agoston, approved.

- **Fundraising:** Car wash tickets to be sold this month. Return tickets/money at end of December.
- **Investments:** Torrington Savings Bank will select and manage funds. Minimum charge is \$150/yr per fund with the cutoff amount being \$21,500. Funds are not FDIC insured, not guaranteed. If we combine funds, they will do the math and separate out how much money each fund has made. Money can be withdrawn or deposited at any time from the funds. They will give 12 checks/year. Can combine the Labrecque and Weingart funds, and also the Annual Fund Donor Endowment fund. The Labrecque fund principle = \$10,000; Weingart principle = \$7,136.00; Board Endowment fund principle = \$13,569.00 Total principle = \$30,705. Interest from Annual Fund Endowment = \$14,812.40. Motion was made by B. Buss to invest the Labrecque fund principle, Weingart fund principle, Annual Fund Donor Endowment principle and also the interest and gains from the Annual fund endowment with the Torrington Savings Bank Trust Department. Motion seconded by L. Cianciolo, approved.
- **Property and Building:** Happy to have the grant. Discussed doing a press release. Discussed getting consultant for fundraising. Stasia will email the PAN contact, and will call Carol Gould to see if she has any suggestions.
- **Governance:** Open board seat as of next month. Patti will ask Jamie Cartwright to come to the January meeting.
- **Correspondence:** Thank you note to Lisa Cianciolo.

**Other Business:** Art Potwin was sworn in as Board Trustee today.

Motion to adjourn was made at 8:15 by B. Buss, second by K. Kelleher, approved.

Respectfully submitted,  
Karen Kelleher, Secretary

RECEIVED FOR RECORD AT HARTWINTON CT  
ON 12/03/14 AT 8:30AM  
ATTEST NANCY E. ELDRIDGE TOWN CLERK