

## HARWINTON PUBLIC LIBRARY

<http://www.harwintonpl.org>

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### Board of Trustees Regular Meeting – September 14, 2015

#### Unapproved Minutes

The meeting was called to order at 7:02 pm by Co-Chair Leslie Flowers.

**Trustees Present:** Leslie Flowers, Rich Agoston, Barbara Buss, Art Potwin, Patti Sederquist, Dave Christensen, and Jamie O'Meara. Also present was Library Director, Alice Freiler.

**Public Input:** none

**Secretary's Report:** Motion to accept the minutes from the August meeting as written made by D. Christensen, seconded by A. Potwin. Approved.

**Treasurer's Report:** A motion to move the \$10 from the annual appeal fund account to the library savings account was made by D. Christensen, seconded by R. Agoston, and approved. After a conversation about board funds, line items, and where to show income and expenses for fundraising, the motion to accept the Treasurer's Report was made by D. Christensen, seconded by B. Buss, and approved.

**Librarian's Report:** Alice is looking for a partner library to share the cost of subscription to BookPage. There has been positive feedback regarding the garden party. Interviews will begin soon for the library clerk's position. The new statewide interlibrary loan catalog system should be up and running soon. Meanwhile, Joann has been doing an excellent job of keeping the interlibrary loan system running smoothly for patrons. Alice wants to submit the STEAP grant. The library is saving money by emailing the monthly newsletter using MailChimp. Having donation bins for food at the library gets to be overwhelming. We can publicize the Harwinton Food Pantry, and the Friends will do the birthday books. The Friends pledged \$10,000 to the expansion plan and they have purchased new library passes.

Motion to accept the minutes from the Librarian's Report made by B. Buss, seconded by D. Christensen. Approved.

#### **Committee Reports:**

- **Art:** The current photography display is the work of Karen's nephew. The next display may be quilters.
- **Budget:** All is well.

- **Computers:** Some of the fiber has been run, the rest is in progress.
- **Fundraising:** Appeal letters are available for folding. Student volunteers are helping, too. Some ideas for future fundraising: author talk, bear presentation, an Irish singer, Litchfield Distillery tasting
- **Property and Building:** The building committee went to the Board of Finance to request \$190,000 for more detailed building plans. The request goes to the town for a vote next. The cost to fix the current building is estimated at \$800,000 and space continues to be an issue as there isn't a quiet place to work on the computers, people are being turned away from library programs because there isn't enough room for everyone, and people requesting to use the community room for their events are being turned away because other events are already taking place in the community room. The building committee will be holding informal meetings and tours of the library to explain the necessity of the expansion project.
- **Governance:** Marilyn has retired, and there is a vacancy on the board. Debby Jansens is scheduled to attend the next library meeting.
- **Correspondence:** none

**Other Business:**

A motion to approve the updated job description for the Library Page was made by D. Christensen, seconded by R. Agoston, and approved.

A motion to charge \$0.15 for black and white copies and \$0.50 for color copies effective when the new copier arrives was made by D. Christensen, seconded by B. Buss, and approved.

Motion to adjourn was made at 8:06 pm by B. Buss, seconded by A. Potwin, and approved.

Respectfully submitted,  
Jamie O'Meara, Secretary

RECEIVED FOR RECORD AT HARWINTON CT  
ON 9-18-2015 AT 10:05 AM  
ATTEST NANCY E. ELDRIDGE TOWN CLERK