

HARWINTON PUBLIC LIBRARY

<http://www.harwintonpl.org>
<http://www.harwintonpl.com>

Board of Trustees Regular Meeting – Monday, February 1, 2016

Unapproved Minutes

The meeting was called to order at 7:04 pm by Leslie Flowers.

Trustees Present: Karen Kelleher, Leslie Flowers, Patti Sederquist, Barbara Buss, Art Potwin, Rich Agoston, Mac Beatty, Debby Janssens, and Jamie O'Meara were present. Also present was Library Director, Alice Freiler.

Public Input: none

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

Treasurer's Report: Donations to the Annual Appeal have increased from this time last year. The copier lease is an expense that might not be fully covered with the copier fees. A motion to accept the Treasurer's Report was made by K. Kelleher, seconded by B. Buss. Approved.

Librarian's Report: Highlights include: All newly elected board members have been sworn in. Staff and patrons can now print to the new copier. The new laptops have arrived and will be used for taxes beginning February 2. The donated laptop cannot be converted for use with TaxWise, but it will be made available to patrons, as will the two new laptops after the tax preparation season. The state catalog is almost online and the library needs to upload its records. The service contract for the computer servers expires next year and cannot be renewed due to the age of the equipment. The STEAP grant for \$500,000 has been submitted. Alice will wait until April to apply for the grant for the AWE computer because the computer should be going on sale in the spring. The healthy eating program has been postponed again due to weather. TechSoup, a non-profit website, offers discounted computer programs. The library purchased a subscription to GrantStation, a database of grant funders, at a significant discount. Alice plans to attend a workshop about summer reading, and she and Mary Bulat will work with Region 10's Language Arts Coordinator and staff at the Burlington Public Library to coordinate summer reading for students in Region 10. Library Friends will pay for the library's subscription to BookPage. A letter from the Association of Connecticut Library Boards invites the board to renew their membership. A motion to accept the Librarian's Report was made by K. Kelleher, seconded by P. Sederquist. Approved.

Committee Reports:

- **Art:** quilts are currently hanging; the Girl Scouts will host the next display
- **Budget:** The proposed budget draft has been written. A motion to accept the budget proposal was made by B. Buss, seconded by A. Potwin. Approved.
- **Computers:** covered in Librarian's Report.
- **Fundraising:** The board will look into a t-shirt fundraiser.
- **Property and Building:** Library advocacy practices suggest the library should be represented in the town's capital budget. The board will include regular library maintenance, painting, and other annual work in the 10 year plan.
- **Governance:** Debby Janssens was welcomed to the board.
- **Correspondence:** The board will send a card to Dave Christensen thanking him for his service.

Other Business: The board will continue to have fundraising conversations and will look for clarification as to when it can begin fundraising for the expansion and when it can open an escrow account.

A motion to join the Association of Connecticut Library Boards was made by A. Potwin, seconded by B. Buss. Approved.

Motion to adjourn was made by B. Buss, seconded by D. Janssens. Approved at 8:01 pm.

Respectfully submitted,
Jamie O'Meara, Secretary

RECEIVED FOR RECORD AT HARWINTON CT
ON 02/02/16 AT 2:17pm
ATTEST NANCY E. ELDRIDGE TOWN CLERK