

The Cyrenius H. Booth Library Minutes
Board of Trustees Meeting - The Gathering Room
Tuesday, December 10, 2019

Present: Greg Branecky, Elaine Corbo, Amy Dent, Tom Long, William McCarthy, Doug Lord, Beth Hamilton, Donna Rahtelli, William Beard Jr., Laura Goldstein, Thomas D'Agostino

Absent: Anne Rothstein, John Reed

Guests: Denise Kaiser

The meeting was called to order at 7: 02 pm by Amy Dent

Consideration of Minutes:

Laura Goldstein made a motion to accept the minutes from the November 2019 meeting and Beth Hamilton seconded the motion. All approved. Motion passed.

Public Participation: None

President's Announcements: Amy Dent announced that the Board still has four vacancies, and Board members are encouraged to suggest candidates who might contribute positively to the work of the Board. Amy also announced that the library has received the first donation to this year's Annual Appeal.

Treasurer's Report: Bill McCarthy reviewed the monthly financial statement which included November actuals versus budget. The second installment of the annual gift from the Friends has been received.

Bill provided a copy of the proposed budget for the 2020-21 year. There was a discussion about the projected income for the various fundraising events and whether these figures were unrealistically high. There was a conversation about areas for potentially cutting expenses. The proposed budget includes funds for obtaining VOIP and Assistive Listening for the facility.

Tom D'Agostino made a motion to accept the proposed budget as presented by Bill McCarthy and Greg Branecky seconded the motion. There were seven votes in favor and three opposed. Motion passed.

Library Director's Report:

Doug provided a comprehensive report on the activities of the library. He announced that Giving Tuesday resulted in \$1,500 in donations, and the library intends to use social media to promote the Annual Appeal which was sent out in the mail this week.

Committee Reports:

Development - Tom Long reported that there were 1,400 runners and walkers who participated in the Turkey Trot and donations were up from last year.

Finance - See the Treasurer's Report

Long Range Planning - Greg Branecky reported that the committee has been meeting and is discussing how to organize and lead focus groups.

Building and Grounds - Tom D'Agostino expects the work to replace and relocate the book drop bins to happen this month. At the same time, repairs will be made to a significant number of pavers outside the back entrance to the library. The library gutters will be cleaned this week and this company will also provide information on repairs needed to the roof, skylights, and chimneys. Bids are being collected for improvements to the kitchen in the Gathering Room and the first-floor bathrooms.

Art and Historical - Elaine Corbo has agreed to Chair this committee and submitted to the Town a schedule of quarterly meetings for the 2020 year.

Friends of the Library Liaison - In Anne's absence, Denise Kaiser reported on the activities of the Friends. The second installment, \$36,265, of the Friend's annual gift has been given to the Library. The Vision Project deadline was on 11/15/19 and four proposals have been submitted. The fall donation day on 10/20/19 was a big success. The Holiday Sale was held last weekend.

Governance - Laura reported that the Governance Committee met with Daniel Patti, a candidate for one of the Board vacancies. The Committee recommends that Daniel join the Board beginning in January.

Laura Goldstein made a motion to accept Daniel Patti as a CH Booth Board member, and Elaine Corbo seconded the motion. All approved. Motion passed.

Old Business: none

Unfinished Business: none

New Business: In preparation for Greg Branecky assuming the role of Board Treasurer when Bill McCarthy completes his term, there was a discussion about the benefits of adding Greg as a signatory on the library's financial accounts.

Tom D'Agostino made a motion to add Greg Branecky as a signatory on all library financial accounts, Laura Goldstein seconded the motion. All approved. Motion passed.

A motion was made to adjourn the meeting by Beth Hamilton and seconded by Donna Rahtelli. All approved. Motion passed.

Meeting adjourned at 8:40 p.m.

Respectfully submitted,

Beth Hamilton, Secretary
C.H. Booth Library Board of Trustees

***THESE MINUTES ARE SUBJECT TO APPROVAL BY THE C. H. BOOTH LIBRARY
BOARD OF TRUSTEES AT THE NEXT MEETING.***