

The Cyrenius H. Booth Library Minutes
Board of Trustees Meeting - The Gathering Room
Tuesday, March 10, 2020

Present: Greg Branecky, Elaine Corbo, Amy Dent, Doug Lord, Beth Hamilton, Donna Rahtelli, Laura Goldstein, Thomas D'Agostino, Anne Rothstein, Michelle Brown, Daniel Patti, Dana Flynn

Absent: Tom Long

Guests: Denise Kaiser

The meeting was called to order at 7:03 pm by Amy Dent

Consideration of Minutes:

Greg Branecky made a motion to accept the minutes from the February 2020 meeting and Anne Rothstein seconded the motion. All approved. Motion passed.

Public Participation: None

President's Announcements: Amy Dent welcomed a new Board member, Dana Flynn. She also announced that both John Reed and William Beard, Jr. resigned from the Board, effective immediately.

Treasurer's Report: Greg Branecky reviewed the monthly financial statement. Income from the Annual Fund and general fundraising efforts are below budgeted expectations. Expenses are also below budget resulting in an overall favorable balance in net income. The Library has expended the funds received from the Friends so Greg suggested it would be appropriate to request the third and final installment of the annual donation from the Friends.

Greg Branecky made a motion to request the third installment of the Friends annual gift to the Library. Beth Hamilton seconded the motion. All approved. Motion passed.

Library Director's Report:

In advance of the meeting, Doug provided a comprehensive report on the activities of the library. He noted that Fairfield County Giving Day was a success for the library. In addition, Mr. Lord discussed the library's preparations given rising concerns about the Coronavirus in CT. He also reported that an uptick in refuse due to unacceptable materials donations is requiring additional refuse pickups, a new book drop has been ordered, and Voice over IP is within 60 days of being implemented.

Committee Reports:

Development - Donna Rahtelli reported on preliminary plans for two fundraising events:

1. An evening “Whodunnit”, likely in October of 2020, with wine and appetizers
2. Indoor mini golf for children, on a Saturday in Feb. 2021

The committee hopes to advertise these events before the Edmond Town Hall movies.

There was also discussion about an outdoor movie event on the patio in the nice weather. Tom D. is looking into borrowing or renting a large screen and projector.

Finance - See the Treasurer’s Report

Long-Range Planning – Michelle Brown reported that the committee has been reviewing the current long-range plan to determine which goals have been met, which continue to be in progress and relevant, and which might no longer be relevant. The committee has agreed on a focus group facilitator and is now considering what questions should be asked in focus group meetings.

Building and Grounds – Tom D. reported that plans are moving forward to have a coffee bar installed in The Gathering Room. Amy clarified that this addition would be for the convenience of those using the room rather than as a money generating concession. The coffee bar will make the room a more versatile and attractive meeting space. This Saturday, the roofing contractor will be surveying the roof and taking photos to clarify the needed repairs to the roof and the flashing. Plans for changes to the Children’s area are also moving forward. New light fixtures for the Meeting Room and the first-floor hallway have been chosen.

Art and Historical – Elaine Corbo reported that the Committee met last week to hear from Doug Lord and Amy Schumann about progress made on improving and updating the exhibits around the library and, in particular, the new textile exhibit on the third floor. Amy has been cataloging items on display in the Library and updating the labels on the items.

Friends of the Library Liaison - Anne Rothstein reported that the next Donation Day is April 26, 2020. The Friends continue to communicate with donors about which materials can be accepted. Some rare books which had not sold at the 2019 Book Sale were auctioned and raised \$1,000. There will be a membership drive in late April.

Governance – No report

Old Business: none

Unfinished Business: none

New Business:

Beth Hamilton made a motion to appoint David Schill as a Library Board Trustee to fill the Republican vacancy on the Board created by the resignation of Matt Mihalcik. Laura Goldstein seconded the motion. All approved. Motion passed.

Beth Hamilton made a motion to appoint Rose Marie Zaharek as a Library Board Trustee to fill the vacancy created by the resignation of William Bead, Jr. Michelle Brown seconded the motion. All approved. Motion passed.

A motion was made to adjourn the meeting by Laura Goldstein and seconded by Daniel Patti. All approved. Motion passed.

Meeting adjourned at 8:00 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.***