

The Cyrenius H. Booth Library Minutes
Board of Trustees Meeting
December 12, 2017

Present: Robert Geckle, Amy Dent, William McCarthy, Donna Rahtelli, Raymond Irrera, Colleen Honan, Anne Rothstein, Matthew Mihalcek, Christene Freedman, Walter Motyka, Beryl Harrison

Absent: Laura Goldstein, Steven Meeker, Beth Hamilton, Thomas D'Agostino, Mark Principi

Guests: Denise Kaiser, John Reed

Meeting called to order at 7:05PM by Robert Geckle

Consideration of Minutes: Christene Freedman motioned to accept the November, 2017 minutes. Walter Motyka seconded the motion. All approved. Motion passed.

Public Participation: None

President's Announcements: Robert Geckle announced that the Friends were looking for a board member who might be interested in the Vision Project. Raymond Irrera will represent the board.

Treasurer's Report: William McCarthy noted in regards to Maker Space that once all invoices are received, they will be sent to the state who will reimburse one half of the total. Our half will be covered by the fundraising done for the project. The second installation from Friends was deposited in late November. William also presented the year to date financials and the proposed budget for 2018-2019.

Report of the Library Director: Beryl Harrison reported that Kate Sheehan (head of tech services) has resigned her position effective January 4, 2018. A plan has been implemented to shift responsibilities in the department pending the hiring of a new Director.

Committee Reports:

Governance – no report

Development – The Annual Fund drive has been placed in the mail. The preliminary net for the Turkey Trot is \$47,000. The next fundraising event is scheduled for April 28th at the Rock Ridge Country Club. More information will be available next month.

Long Range Planning – no report

Building and Grounds Committee – The routine furnace maintenance has been scheduled and all seems stable at this point. There is still no date for the release of the state C.I.P. funds.

Art and History – no report

Friends of the Library Liaison – The Holiday Sale was very successful with many donations received from the public.

Old Business: none

New Business:

- The board accepted the 2018/2019 budget as revised adding \$1,500 to Fundraising. Knott's income changed from \$14,000 to \$12,500. Total income = \$1,588,899, Total Expenses = \$1,588,899 with request for support from Town of Newtown of \$1,355,834. William McCarthy made a motion to accept the budget as amended. Walter Motyka seconded the motion. All in favor and motion passed.
- Colleen Honan made a motion the Board of Directors approve the appointment of Dr. John Reed as a member for a 4 year term effective January 2018. Christene Freedman seconded the motion. All in favor and motion passed.
- Christene Freedman made a motion to appoint Beryl Harrison as Interim Director effective July 10, 2017 at a \$250 per week salary increase with a backfill of \$400 per week for reference department. Amy Dent seconded the motion. All in favor, motion passed.
- Amy Dent made a motion to appoint Andy Forsyth as the Interim Assistant Director at a salary increase of \$190 a week, effective November 1, 2017. Matthew Mihalcek seconded the motion. All in favor and motion passed.
- Amy Dent made a motion to hire Chris Nolan as a search consultant for the Director position at an estimated fee of \$8,500 to \$9,500 plus expenses effective November 2017. Christene Freedman seconded the motion. All in favor, motion passed.
- Christene Freedman made a motion to request the 2nd payment of funds from Friends. Colleen Honan seconded the motion. All in favor and motion passed.

A motion was made to adjourn the meeting by Amy Dent. Matthew Mihalcek seconded the motion. All in favor and motion passed.

Meeting adjourned at 8:10PM

Respectfully submitted,
Donna Rahtelli
Secretary
C.H. Booth Library Board of Trustees