

## **The Cyrenius H. Booth Library Minutes**

### **Board of Trustee Meeting**

**Tuesday, June 12, 2018**

**Present:** Greg Branecky, Amy Dent, Christene Freedman, Robert Geckle, Beth Hamilton, Colleen Honan, Doug Lord, William McCarthy, Walter Motyka, Anne Rothstein

**Absent:** Thomas D'Agostino, Raymond Irrera, Matthew Mihalcik, Donna Rahtelli, John Reed, Laura Goldstein, Mark Principi

**Guests:** Denise Kaiser

Meeting was called to order at 7:04 by Robert Geckle

**Consideration of Minutes:** Colleen Honan motioned to accept the May 8, 2018 minutes. Christene Freedman seconded the motion. All approved. Motion passed.

**Public Participation:** None

**President's Announcements:** Robert Geckle announced the retirement of Mary Thomas who had been serving as the library curator, a volunteer position. He asked that the Art and History Committee discuss the role and responsibilities of the Curator and present a proposal to the full Board at a future meeting. Robert also shared with the Board his intention to step down from the Board following the July meeting. As President, Robert asked that all Board members make every effort to attend all monthly meetings. The meeting dates are announced a year in advance to allow for planning. It was also announced that the following Board members have attended a Freedom of Information session: Amy Dent, William McCarthy, Donna Rahtelli, Colleen Honan, Beth Hamilton, Matthew Mihalcik, Walter Motyka, and Mark Principi.

**Treasurer's Report:** William McCarthy presented the report. The fiscal year ends on June 30, 2018. At this point, there is a favorable revenue to expense variance. The Mad Hatter event raised over \$32,000. There was some discussion about how to continue promoting the sale of bricks. The majority of the annual \$110,000 contribution from the Friends has been spent.

**Library Director's Report:** Douglas Lord reported that the Library provided much needed services to local residents during the mid-May power outage in town. He and the staff are discussing how to further improve services during outages in town and want to be seen as a resource for residents. Staff participated in a wide range of workshops and conferences during the past month. It was also noted by Doug that the numbers of programs and program attendance for the Children's Department are exemplary when compared to other libraries in Connecticut. At the other end of the spectrum, Ms. Harrison is focusing on programming and services for older adult patrons. Vision Project requests for library equipment and enhancements were funded by the Friends of the C.H. Booth Library in the total amount of \$13,689.

## Committee Reports:

**Governance** - The Governance Committee presented two policies for Board approval: Soliciting on Library Premises and Bulletin Board Policy. *Amy Dent moved to accept the Bulletin Board Policy as presented by the Governance Committee. Seconded by Greg Branecky.* There was discussion regarding the need to add a sentence directing comments or questions to the Library Director. *Bill McCarthy moved to accept the amended Bulletin Board Policy with the addition of "Any and all questions or comments should be addressed to the Library Director". Bob Geckle seconded the motion, and the motion was passed.*

*Amy Dent moved to accept the policy regarding Soliciting on Library Premises as it was presented by the Governance Committee. Seconded by Bob Geckle.* Discussion followed which resulted in two changes to the policy. *Amy Dent moved to amend the policy to read Solicitation on Library Premises and remove the words 'may not be' from point #4 of the policy. Seconded by Bill McCarthy. Amy Dent moved to accept the amended policy regarding Soliciting on Library Premises. Christene Freedman seconded, and the motion passed.*

Colleen Honan presented the slate of officers for the 2018-19 year:

President	Amy Dent
Vice-President	Donna Rahtelli
Secretary	Beth Hamilton
Treasurer	William McCarthy

Colleen also presented the names of those Board members being nominated for an additional four years on the Board: Laura Goldstein, Ray Irrera, and Anne Rothstein. These two issues will be voted on at the Annual Meeting on July 10, 2018.

*Colleen Honan moved to accept the proposed slate of officers and the nominations of those for reelection to be presented at the July meeting. Bob Geckle seconded the motion, and the motion passed.*

**Development** – Christene Freedman reported that the Development Committee was pleased with the success of the Mad Hatter event and is discussing preliminary plans for another fundraiser next spring.

**Long Range Planning** - Meeting is planned for Friday, June 15, 2018.

**Building and Grounds** - Meeting is planned for Friday, June 15, 2018.

**Art and History** - No report

**Friends of the Library Liaison** - Anne Rothstein circulated postcards with the times for the Annual Book Fair and a \$2 off coupon.

**Old Business:** The dinner for library staff last week, hosted by the Board, was enjoyed by all.

**New Business:** There is a need for two new checking accounts, one for ecommerce transactions and one for federal grant monies as required by SAM/System for Award Management. *Bob Geckle made a motion to*

*approve the opening of two new checking accounts at Newtown Savings Bank for the purposes of ecommerce and SAM funds. Amy Dent seconded the motion. Motion passed. Bill McCarthy recused himself from voting.*

Colleen Honan asked that any Board members willing to provide food for the volunteers at the Book Sale contact Lynda Doyle at 470-8784 / [ldoyle2276@aol.com](mailto:ldoyle2276@aol.com)

Colleen Honan reminded the Board that refreshments are generally provided at the Annual Meeting in July. She asked for volunteers to bring refreshments.

The Board thanks Beryl Harrison for the homemade jam left for them at their meeting.

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

Meeting adjourned at 8:34 p.m.

Respectfully submitted,

Beth Hamilton  
Secretary- Elect  
C.H. Booth Library Board of Trustees