

The Cyrenius H. Booth Library Minutes
Board of Trustees Meeting - The Gathering Room
Tuesday, November 13, 2018

Present: Greg Branecky, Amy Dent, Beth Hamilton, Colleen Honan, Tom Long, Doug Lord, Matthew Mihalcik, Walter Motyka, Raymond Irrera, William McCarthy, Anne Rothstein, Donna Rahtelli

Absent: Christene Freedman, Laura Goldstein, John Reed, Mark Principi, Thomas D'Agostino

Guests: Denise Kaiser

The meeting was called to order at 7:00 pm by Amy Dent.

Consideration of Minutes:

Tom Long made a motion to accept the October 9, 2018 minutes. Matthew seconded the motion. All approved. Motion passed.

Public Participation: None

President's Announcements: Amy stressed the importance of Board meetings and asked that all Board members be intentional about attending the monthly meetings. She also announced that sometime in January the Executive Committee would be meeting once again with the Executive Committee of the Friends.

Treasurer's Report: Bill reported that four months into the fiscal year, budget to actual income and expenses were as expected. He also reported on disbursements of the \$39,096 from the Friends. Since most of those funds have been spent, Bill suggested it appropriate to request the second installment of the annual grant.

Bill made a motion to approve that the Finance Committee Chair request from the Friends the second installment of the annual grant. Matthew seconded the motion. All approved, Motion passed.

Library Director's Report: A comprehensive report was circulated to the Board in advance of the meeting with news provided by each Department Head. Doug circulated a copy of the new check-out receipt being used which indicates how much money a patron has saved by using the library. Doug announced that he is working on a grant for participation in a health literacy program. The library has been awarded a matching grant of \$2,500 for Giving Tuesday. The library is using social media to promote Giving Tuesday. The Weller Foundation awarded the library a grant of \$1,100 to use for Kindergarten readiness backpacks.

Committee Reports:

Governance - No report

Development - Matt reported that all permits and logistics are in place for the Turkey Trot. There has been a dip in the early registration numbers and sponsorships are down slightly. The deadline for sponsors is Thursday so a push is underway to finalize sponsorships. Colleen circulated a sign-up for volunteers to assist with the event.

Matt reported that the materials for the Annual Appeal were sent to the printer today. It was noted that this is a month later than planned. Concern was expressed about the delayed timing for the appeal.

Colleen reported that those planning the spring fundraising event have another meeting tomorrow. The committee has already explored three new venues which have the potential to generate greater revenue per ticket than last year.

Finance - Bill noted that the Finance committee will be meeting soon to develop the 2019-20 budget.

Long Range Planning - Amy reported that this committee has not met but will be evolving into a strategic planning committee.

Building and Grounds - No report

Art and Historical - No report

Friends of the Library Liaison - Anne announced that the current President of the Friends has indicated his intention to resign. A search committee has been formed and until a new President is announced, the Vice-President is chairing the Friend's meetings. The Friends conducted a very successful 'Donation Day' earlier in the month and are planning for their annual holiday gift sale during the first weekend of December.

Old Business: Amy reported that the new driveway plans are on hold due to an issue with an easement.

New Business: A roster of Board committees was circulated so Board members could confirm its accuracy.

Two representatives from the company Bibliotheca made a presentation about the service, Open +. Open + is a comprehensive and flexible system, hardware and software, which allows for extended access to library services. It is not intended to replace staff but complement staffed library hours. Patrons must get prior approval to utilize the service and then their library cards provide access. Although this service has been in place in Europe for ten years, Open + is just expanding into the US market. The presenters explained how certain libraries are using the

service to meet the individual needs of their communities. There was a brief discussion following the presentation. Questions were raised about security and which spaces and services might be made available. Ray suggested that a survey could be useful in determining interest within the community. Anne suggested Board members phone some of the libraries currently utilizing Open+ to talk about the service, pros, and cons.

A motion was made to adjourn the meeting by Matt and seconded by Bill. All in favor and motion passed.

Meeting adjourned at 8:25 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.*