

**The Cyrenius H. Booth Library Minutes**  
**Board of Trustees Meeting - The Gathering Room**  
**Tuesday, July 9, 2019**

**Present:** William Beard Jr., Greg Branecky, Elaine Corbo, Amy Dent, Thomas D'Agostino, Laura Goldstein, Beth Hamilton, Raymond Irrera, Tom Long, William McCarthy, Matthew Mihalcik, Anne Rothstein, Donna Rahtelli, John Reed, Doug Lord

**Absent:** Christene Freedman

**Guests:** Kay Brix, Dan Rosenthal

The meeting was called to order at 7:22 pm by Amy Dent

**Consideration of Minutes:**

*Donna Rahtelli made a motion to accept the minutes from the June 2019 meeting and Tom Long seconded the motion. All approved. Motion passed.*

**Public Participation:** On behalf of the Friends, Kay Brix thanked the Board for their support of the Book Fair.

*Matt Mihalcik made a motion to move into Executive Session to discuss personnel issues and to include Doug Lord and Dan Rosenthal in the discussion. John Reed seconded the motion. All approved. Motion passed.*

**President's Announcements:** Amy announced that Doug has begun plans to review and extend the Long-Range Plan. Greg Branecky agreed to Chair the Long-Range Planning Committee. Anne Rothstein, Tom Long, and John Reed also agreed to serve on this committee.

**Treasurer's Report:** Bill noted that the current report of budget to actuals for the 2018-19 year should be considered a draft as there are still some expenses to be paid out and income from the Mad Hatter event to be processed. There was a brief discussion about fundraising which is slightly under budget. Overall, there is a favorable variance for total expenses, and the year will likely end with a small surplus.

**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 announced that the search for a new

Young Adult librarian continues. He circulated information about a “Pop-Up Library”. This is a small network device that creates instant access to the library’s collection from a remote location and extends the presence of the library into the community. Doug also announced that he is conducting listening sessions for the community in order to gather feedback about the library to inform the Long-Range Planning committee.

## **Committee Reports:**

### **Governance -**

*Laura Goldstein made a motion that Doug Lord receive a 3% salary increase for the 2019-20 fiscal year and be permitted to carry-over five unused vacation days into the 2019-20 fiscal year. John Reed seconded the motion. All approved. Motion Passed.*

**Development -** Matt announced that there will be a press release about the Turkey Trot in the Newton Bee on Friday. This will coincide with the release of a new, interactive website for the Turkey Trot and the opening of ticket sales. Matt will be asking Board members to help by contacting potential Turkey Trot sponsors. Tom Long is contacting corporations that might donate items for the Swag bags given to runners.

**Finance -** See the Treasurer’s Report

**Long Range Planning and Building and Grounds -** Tom D’Agostino reported that he has almost finished collecting bids for CIP funded work. The work in the lobby and childrens’ department will commence first, followed by reference and The Gathering Room. At this point, the bids are as anticipated in the budget.

**Art and Historical -** No report

**Friends of the Library Liaison -** Anne reported that at the most recent meeting, the Friends agreed to release \$33,110 to the library, a partial payment of the first installment of the annual grant.

**Old Business:** None

**Unfinished Business:** None

**New Business:** None

*A motion was made to adjourn the meeting by John Reed and seconded by Donna Rahtelli. All approved. Motion passed.*

Meeting adjourned at 8:47 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.*