

The Cyrenius H. Booth Library Minutes
Board of Trustees Meeting
July 11, 2017

Present: Robert Geckle, Amy Dent, William McCarthy, Donna Rahtelli, Laura Goldstein, Raymond Irrera,, Colleen Honan, Thomas D'Agostino, Anne Rothstein, Walter Motyka, Beth Hamilton, Beryl Harrison

Absent: Matthew Mihalcek, Mark Principi, Steven Meeker, Christene Freedman

Meeting called to order at 7:32PM by Robert Geckle

Consideration of Minutes: Amy Dent motioned to accept the June 2017 minutes with revisions. Beth Hamilton seconded the motion. All approved. Motion passed.

Public Participation: None

President's Announcements: Robert Geckle welcomed Beryl Harrison to the meeting and thanks was given for her past and present service.

Treasurer's Report: William McCarthy reviewed the director's budget and noted there may be adjustments after Donald Studley's audit. Total grants have increased by \$15,000 due to fiberoptic funds. Brick sales are increasing. Investment income is lower due to market, but fairly close to budget. Walter Motyka noted that there will be a meeting to address maintenance revenues and expenses.

Report of the Library Director: The new logo has been distributed (business cards and bookmarks) to patrons. The tote bags have been ordered along with tablecloths for functions. Amy Dent reported that the Friends have expressed concern that the logo is similar to their own. Robert Geckle is planning to speak to the president of the Friends about a variety of topics and will address this concern.

Committee Reports:

Governance – Laura Goldstein reported that it makes sense to vote on the revised employee handbook in September to give board time to review in its entirety. A question about sick time carryover was entertained. Beryl Harrison has a copy and will provide comments/input at the next meeting. The July 15th tour for new members has been postponed and will be rescheduled. Amy Dent remarked that it would be helpful to have a list of employees and their titles.

Development – Matthew Mihalcek has ordered advertisements for the brick program to promote around town. Thomas D'Agostino would like to streamline orders to go directly to the manufacturer. The committee is looking into corporate charitable foundation grant request timing and procedures. Some consideration was given to possibly renting out the library for cocktail parties. A spring 2018 fashion show is being considered.

Long Range Planning – Some of the committee members met with the Friends on numerous occasions about the space. A preliminary floor plan was shown to the board during the meeting. A dialogue ensued about the needs of Friends and also the timing of such. The committee is considering the flow and use. Plans will be updated. Some of the objectives include a secure staff entrance, better utilization of older rooms, place for Friends to do their work and a less cluttered technical space for the staff. Several suggestions were made and are being researched and considered for discussion at a later date.

Building and Grounds Committee – The committee will meet to discuss a variety of topics including HVAC, relationship with town staff, operationally funded needs and analysis of custodial staff technical talents.

Art and History – No report

Friends of the Library Liaison – The book sale was a huge success and it was noted how many teens stepped up to volunteer.

Old Business: None

New Business: None

A motion was made to adjourn the meeting by Amy Dent. Colleen Honan seconded the motion. The motion was passed unanimously.

Meeting adjourned at 8:46PM

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