Minutes
East Haddam Library System Board of Trustees
Thursday, December 11, 2025

Municipal Office Building
Meeting Room 3
6:30pm

Mission Statement: The East Haddam Library System seeks to enrich lives by helping to build communities of lifelong learners. The system provides access to historical collections, offers materials in print and digital formats, and gives community members opportunities to share in public discussion.

I. Call to order by D Barlow @ 6:31pm
   a. Trustees present: D Barlow, J Bielot, K McRae, L White, M Mazur-via phone, J Tyron Ranaudo
   b. Others Present: E Morgen, EHLS Director, T Gelston, 1st Selectman

Appointment of Officers

D Barlow announced E Morgan, EHLS Director as interim Chairperson

E Morgan, EHLS Director asked for nominations for Chairperson

J Tryon Ranaudo nominated D Barlow, 2nd J Bielot, unanimous vote

J Tryon Ranaudo asked for nominations for Vice Chairperson

J Tryon Ranaudo nominated J Bielot as Vice Chairperson, 2nd K McRae, unanimous vote

J Tryon Ranaudo nominated L White as Secretary, 2nd K McRae, unanimous vote

D Barlow assumed Chairperson role and proceeded to welcome 1st selectman T Gelston to the meeting

II Approval of November 13, 2025 meeting minutes,approved as submitted

III **Directors Report-**
   a. FY25 statistics from CT State Library increases in visits, circulation and programming, despite the decrease in population
   b. Progress on New Library Building continues with the assignment of T Sevigny, Selectman as liaison to the Trustees
   c. FY26 budget, which began July 1, 2025 is well within restraints
   d. Recent library events have been exceptionally well attended
   e. Director Projects continue apace with staff evaluations, staff meetings, writing for both Events Magazine and the East Haddam News, collecting ideas for the New Library Project, and studying Grant requirements from the CT State Library and collecting data for Library FY26 Budget

IV **Reports**-

a. **Finance Committee Report-**Met December 8, 2025
   i. 2025-2026 Budget expenses are on target.

ii. 2026-2027 initial Budget letter received without direction to calendar or goals from either BOS or BOF at this time

iii. Appointment of officers- J Bielot appointed Chairman and Secretary

b. **Governance Committee Report-** Met December 8, 2025

i. Vacancy seat on the Trustees BOS has received an application by B Barney, former trustee

ii. 2026 Calendar has received changes of officer assignments, J Tryon Ranaudo will make changes and resubmit to Town Clerk

iii. Orientation process will be updated by early spring

iv. Annual Manual Review is expected to be presented to the Trustees for a vote in February 2026

v. Minutes Submission review with direction for submitting minutes directly to the Town Clerk and copying BOS office executive assistant

   a. Exception for EHLS Director has need for them earlier than the next scheduled Trustee meeting for submission to CT State Library-Trustees may receive a request to review for corrections and approval prior to the next full Trustees meeting

c. **Public Relations Committee Report-** Met December 3, 2025

i. Assignment of officers-M Mazur Chairperson, L White Secretary

ii. Building Committee discussion

iii. Partnerships with other local community organizations successful and ongoing

iv. Library programming updates reflect abundant and successful participation

v. Trustee participation in Library events is encouraged, a need for new ID badges as several newer members do not have badges and the logo has changed-E Morgan will discuss with Governance

vi. Goals checklist reviewed, M Mazur and L White to address points to either Director's responsibility and trustee oversight and Trustee responsibility

d. **Friends Liasion Reports**

i. **Friends of EHFPL-** did not meet

K McRae mentioned that the Friends have had feedback that volunteers do not want to have to attend meetings in order to assist with programming

ii. **Friends of Rathbun-**

Holiday event review

Puzzle Sale in January

Purchase of supply cabinet for Children's events supplies

Purchase of board books for ongoing pre-kindergarten reading program

Marionettes event is being planned for either February or March

Changes to book donations to be once per month on a Saturday with friends to review quality before accepting

Next meeting January 6, 2025

V. **Motion to add 2nd Audience of Citizens-** J Bielot 2nd K McRae

1st Selctman T Gelston reviewed questions and concerns about new Library building

VI. **Unfinished Business**

i. FY26 budget discussed in Director's Report
ii. CLC goals discussed in Director's Report
iii. New library building and liaison discussed earlier
iv. IMLS funding reinstated by Federal Government
v. Calendar discussed in Governance report

VII. **New Business**

a. Vacant seat discussed in Governance Report, BOS to vote at next meeting, vote by Trustees to accept the application of B Barney and recommend Mr Barney to BOS, motion J tryon Ranaudo 2nd J Bielot

VIII. **Audience of Citizens**

B Barney spoke of desire to rejoin and participate in volunteer activities for the community, bonding to the new Library Building dates as he experienced during his tenure with the BOF

IX. **Adjournment-** 7:23pm

Respectfully submitted L White