East Haddam Library Systems Board of Trustees
Subcommittee Public Relations Meeting
Wednesday February 4, 2026

Meeting called to order 2:41pm

Members present: M Mazur, L White
Also in attendance: E Morgen, Library Director

Director's Report

E Morgen is readying materials in preparation for the Board of Selectmen meeting February 18, 2026. This will be discussed later in the agenda under New Business.

Small hand flyers announcing the meeting are available at the circulation desks at both libraries.

Active work on the FY27 budget continues, next steps will be to present to the Board of Selectmen,no meetings scheduled as of yet

Recent hire of a sub to cover for a staff member who is injured. This sub hire is an experienced library person as well, and could be a resource going forward if coverage is needed.

Staff collaboration between the 2 libraries continues to be a challenge. Often departments are covered with minimal staff and staff don't always overlap in scheduling, proving that staff are often not able to have direct communication and collaboration regularly.

Library Program Updates

Along with regularly scheduled programming, information available on the easthaddamlibraysystem.org, several other opportunities are coming up.
April 17, 2026 is the celebration of the semiquincentennial (250 years) of the USA. This is being held at the Grange under the direction of Joe Flood. Friday February 7, 2026 is Bring Your Child To The Library Day. Both M Mazur and L White wished more planning of celebratory and festive decorations and public outreach were done beforehand. The difficulty is that with 2 libraries and minimal staffing, the festivities and decorations are limited. Moving forward, M Mazur and L White would like to focus on this day more fully.

Old Business

Community Invitations/Opportunities

M Mazur expressed interest in the upcoming collection of events that Sustainable CT and The East Haddam Sustainability Team are organizing. She wishes for the Libraries to be able to participate in more community events to keep our interest in the building of a new library active. Recently EH Sustainability Team contacted E Morgen and the Trustees to ask that the calendar of events be given to them for inclusion in a future community and civic calendar so that they may be able to apply for a Grant to fund for the town.

Upcoming events

April 17, 2026, at the Grange is the Library partnership with Joe Flood and a Fife and Drum group to celebrate the semiquincentennial of the USA. M Mazur and L White would

like to do some historic baking for this event and E Morgen would like to have bunting and flags, streamers and balloons to decorate both the libraries and the Grange.

New Business

Preparation for the Board of Selectmen meeting February 18, 2026. E Morgen prepared a list of talking points and the committee discussed who would be the best to speak at this event.

Flyers are available at the libraries reminding the community and a letter to the editor of East Haddam News was submitted today for publication next week, 1 week before the BOS meeting.

Policy review, committee description review both to be forwarded to Governance for review.

Oversight and Reporting

The committee discussed the role the Trustees play in overseeing the Library Director and what we are responsible for. The Library Director works directly under and reports to the First Selectman. The Trustees, subcommittees included, would report any concern to the Chair of the Trustees. The Chair of the trustees would then address with the Library Director and then bring to the attention of the First Selectman. If a meeting is convened to discuss issues of concern, this would be held in executive session as it falls under personnel matters.

New Name Tags

Discussion again about name tags. E Morgen has found a plastic sleeve type that has a magnetic attachment. Names can be made on computers and inserted. M Mazur suggested something on a lanyard. This will be brought to the full board at the next meeting.

Meeting Adjourned 3:57pm

Next meeting March 4, 2026, 2:30pm

Respectfully Submitted, Laurel White, Secretary