Meeting Minutes

EAST HADDAM LIBRARY SYSTEM

Feb 11, 2021

Location: On-line Meeting

6:30 PM

Mission Statement: The East Haddam Public 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.

Trustees Present:	Dawn Barlow, John Bielot, Chris van Valkenburg, Jane Chisholm, Juliana Tryon Ranaudo, Bill Barney, Janine Broe.
Absent:	Chris Delisle, Vicky Riley Pach.
Also Present:	Michael Gilroy, Library Director

1. **Call to order**
   The meeting was called to order of D Barlow at 6:33 PM.
2. **Review Minutes from January 14, 2020 meeting**
   Minutes were accepted as submitted.
3. **Reports:**
   a. **Director's Report Highlights** https://docs.google.com/document/d/1y2pXbAXwnLskBuUc8lZQjDRrMtwby-RLgcK9iPCtU6E/edit?usp=sharing
   Activity has been stable; the library has helped over a dozen seniors register for vaccines online; EHFPL dropbox needs replacing after damage by plow during recent snow storm; Town Eagle Scout candidate is planning to create shelves for EHFPL; Programs have been well received, 3 online lectures are planned (Viruses, Jazz, and Outdoor Art); budget proposal approved and to be submitted (BoS Budget Workshop TBD); new outdoor signage being planned; ALA grant proposal ($3,000) is for databases BrainFuse JobNow, Gale Business: Plan Builder, and Entrepreneurship (BoF has approved the proposal for submission; BoT will also need to vote on it); PeachPit Grant ($1,000) was be presented to each library today (2/11/21): will be used for Kid's Summer Reading Program; Director attended ALA conference: the meeting was very useful, andengendered interest in acquiring Niche Academy's tutorials for patron use, see Director's Report for more ALA take-aways; The Director has concluded that acquisition of drone's for Zoom Tours of EHLS libraries are probably not needed.

   b. Subcommittee Reports
   Finance Committee: Met 2/5/21 Finance Committee - Google Drive EHLS may get free upgrade of MS Office; due to the deductible component of the insurance, the BookDrop damage may be a library cost; see also Director's Report.
   Governance Committee: Did not meet in the past month.
   Program Committee: Met 2/8/21 2021 - Google Drive Programs scheduled: Vaccines (JDavis 18Mar 7PM); Jazz (BBarney 15Apr or 20 May) Outdoor Art (PBarlow TBD); ALA grant being submitted for digital tutorial (see Director's Report); Scrapbooking program Is steady; Yoga is in planning stage.
4. **Unfinished Business**
   a. COVID-19 Update: see Director's Report
   b. Proposed 2021-2022 Budget: submitted, waiting for call for 1:1 with Finance Committee and BoS Budget Workshop schedule.
   c. Library Board 2019 Effectiveness and 2021."Year of Recovery" Goals

i. Support town in creating a plan to address current needs and future development of the EHLS: Capital Needs Assessment will be scheduled now that the process has been finalized. BoT will keep in communication with the town.
ii. Community Involvement: Programs successful; emails will get sent out again; Website will show more information regarding events, especially 'One of" events; consider again submitting more to East Haddam News, detailing specific events.
iii. Strategic Plan: Would be based on Mission Statement, and contain do-able measurable goals, must be done in partnership with town and its plans forward; concern that current pandemic constraints make progress on this activity difficult at present.
iv. New Ways to provide Library Services: progress on this with M Gilroy attendance at ALA and new grant possibilities (see Director's Report).
v. Become more effective Trustees: M Gilroy will find the date for the Library Board of Trustees Meeting for CT; it will be virtual, making attendance easier than if travel were involved.

5. New Business: A Motion was made by B Barney, seconded by J Tryon Ranaudo, to amend the Agenda item 'New Business' to address the idea of strategic planning. Motion passed 7:0.
    a. ALA Rural Communities Grant: A motion was made by D Barlow seconded by J Broe: To submit a grant application for this grant (details in the Director's Report). Motion passed 7:0.
    b. A Motion was made by B Barney, seconded by C Van Valkenburg that: Any discussion of strategic planning be removed from the 2021 goals until some future time to be determined by the Board of Trustees. Motion passed 6:0:1
6. Audience of Citizens

    No citizen input was received.
7. Adjournment without objection at 7:41 PM.

    The next Meeting will be on March 11, 2021, at 6:30 PM, to be held at Rathbun and by ZOOM online.