Minutes

EAST HADDAM LIBRARY SYSTEM – Governance Committee

May 10, 2023 – 9:00 am

East Haddam Free Public Library

Trustees Present: Julian Tryon Ranaudo, Chris vanValkenburg

Absent: Janine Broe

Also Present: Allison Murphy, Joe Riley, Pat Griswold

1. **Call to order** Meeting was called to order at 9am
2. **Unfinished Business**
    a. **Google Drive**
    During 2023, the Governance Committee will review the drive to access missing files. Chris can place agenda and minutes out to this new drive.
    b. **Terms Ending 2023**
    Mary Mazur's Term that she was originally running for is 4-year term. Bill has confirmed he would like to run for the 4-year term. Will need to discuss if Mary is interested in the 6-year term. Have not had confirmation from all BOT members whose term is up in 2023 if they will be running again or not. If considering running for another term, please be aware that attendance is expected at regular BOT meetings as well as the sub-committee you are on. Meetings need to meet quorum to be held.
    c. **Badges**
    Badges are on order ($7.45/badge not counting Tax). Will be getting 2 invoices. 1 for EHLS Staff and 1 for EHLS BOT. Once Chris gets the invoices, she will send EHLS Staff to Allison. It may take a week or 2 to get the check from the town. Chris will write a check for BOT and members can reimburse her.
3. **New Business**
    a. **Policy Proposals**
        i. **Collection Development:**
            1. Recommendation of Library Materials
            2. Request for Reconsideration of Library Materials
        ii. **Library Code of Conduct**
            1. Unattended Minor Policy

    Governance went over the proposed policies and is recommending the BOT review at next meeting.
4. **AOB**
    a. It was asked if it is possible to send the survey in a Word Doc format so they can be filled out electronically. Chris was able to convert the excel after the meeting and sent to Allison. Survey will begin June 1 and will be collected at beginning of July
    b. There was a discussion to do the Board Effectiveness Survey as well in June.
    c. Governance was not meeting in June, July or August, however, will put in a request for a meeting in August to go over summary of surveys to present to BOT meeting
5. **Audience of Citizens**
6. **Adjournment without objection at 10am**