EAST HADDAM LIBRARY SYSTEM

BOARD OF LIBRARY TRUSTEES

MINUTES OF A REGULAR METING OF OCTOBER 12, 2023

1. Meeting called to order by D Barlow at 6:33 PM

   Trustees Present: D Barlow, J Ranaudo, J Bielot. C vanValkenberg, M Mazur, W Barney

   Also present: A Murphy, Library System Director, S Jezak, citizen

2. Minutes of meeting of September 14, 2023 accepted as presented
3. Library Director's Report
   a. A Murphy reported that the Trans 101 program went very well received and informative
   b. The Staff Development Day went very well. Topics covered included CPR training, active shooter trainings, and a diversity and equity presentation.
   c. Each library building now has an automated defibulator and staff has been trained in its use.
   d. A grant proposal has been submitted to enable the Library System to upgrade the web site
   e. The Friends groups have been very busy. The EHFPL book sale was a great success. The Rathbun Half-Pint Halloween program was well received.
   f. The development of the Strategic Plan is moving along. East Haddam seems to be a bit ahead of the timeline. Community listening session have been scheduled for mid-October
4. Reports
   a. Finance Subcommittee
      i. All Trustees received copies of the Subcommittee minutes.
      ii. There was a discussion regarding alternative funding to restore the Library Interns. A Murphy is following up on this item.
      iii. There was considerable discussion about the Library System's Donation policy. Over the years, conflicting opinions had been provide by various Town Financial Directors. With the hiring of a new Financial Director, it hoped that a clear policy can be developed.
   b. Governance Subcommittee
      i. C vanValkenberg reported for the Subcommittee.
      ii. Subcommittee focus has been on getting the Google drive documents in order so that the Trustees can undertake a self-evaluation by the end of the year.
      iii. It is anticipated that a performance review of the Library System Director will be completed by the end of the year.
   c. Development Subcommittee
      i. While the Subcommittee met, no minutes were available. The focus of the meeting was future programming
5. Old Business
   a. The budget is tracking as anticipated
   b. A Murphy continues conversations regarding funding of the Library Internship position, and will be meeting with interested parties

c. The status of the Donation Policy remains uncertain. It is expected that when a new Finance Director is appointed proper guidance will be provided
d. As stated in the Library Director's report, the Strategic Planning Initiative is going well. A Murphy asked the Trustees some questions to gauge their position on various issues. The Trustees are for continued and growing community support, seeking ways to find the middle ground that is less divisive, creating a a collaborative working atmosphere. The Trustees believe that new, single library building will go a long wat toward achieving this end. The Trustees believe that the Library should be the hub of the community. Since the Town has no single center, the Trustees feel that this is a function that the library can fulfill. The Library can fulfill the need for access to technology and make its use less intimidating. The Trustees feel that the Library System is doing an excellent job. It offers a wide diversity of programs and shows a willingness to offer programs to meet community interests and needs. The staff is highly praised for its expertise and friendliness. Publicity for the library system is improved; it is felt that more can be done. The Trustees feel that trying to run two libraries in a small Town presents unique challenges. It was felt that hours needed to be more flexible. The Trustees realize that ADA accessibility is an issue and that the existing buildings lack flexibility.
e. The Trustees are satisfied with the progress made on the 2023 Goals.

6. New Business
   a. No new policy proposals were presented
7. Audience of Citizens
   a. There were no comments from the Audience of Citizens
8. Without objection, the meeting was adjourned at 7:40 PM

Submitted by: W Barney, Secretary