

EAST HADDAM PUBLIC LIBRARY SYSTEM
BOARD OF LIBRARY TRUSTEES
MINUTES OF A MEETING OF NOVEMBER 9, 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 Jezek, Trustee-elect; K McCrae, FOEHFPL

2. Minutes of October 12, 2023 accepted as presented

3. Library Director's Report – A Murphy reviewed the work of the Strategic Planning Committee. She indicated that East Haddam seemed to be ahead of the curve within the larger cohort. She reported on the results of the various community conversations which showed that the community is generally pleased with the Library system and its direction, and had positive thoughts on the future direction of the Library System. She stated that in line with what other library systems have done, East Haddam will introduce a three week check out policy beginning January 1, 2024 with an automatic renewal process. The Trustees agreed that this was an excellent move. A Murphy reviewed the State Library report that she submitted on behalf of East Haddam. In all categories, there was a substantial increase in library usage in 2023. The new magazine download feature saw a 300% growth. She visited Nathan Hale-Ray Middle School and met with the librarian. She was contacted by the Guidance Department at Nathan Hale-Ray High School, and was told that through a school-funded program, a high school student would be an intern at the libraries. The Ray Board is considering her proposal to fund that Library Intern program and she will hear next week. Finally she reviewed that upcoming holiday programs, and particularly thanked the Goodspeed Opera House for supplying some of the costumes.

4. Committee Reports

a. Finance Subcommittee – The Subcommittee was focused on the Internship program and the Donation policy. A Murphy has made contact with the Ray Board to determine if there might be interest in funding the program. It was felt by the members of the Subcommittee that action on the Donation policy should wait until a new Finance Director is appointed and the Trustees would be advised by the individual as to the best way to proceed.

b. Governance Subcommittee – The process of accessing the Google drives was reviewed. The Subcommittee will send out the Trustees Self-Evaluation. The Subcommittee would prefer that it be completed on-line. There was a reminder that at the December meeting there will be a leadership election as well as development of meeting calendars. Trustees were advised to consider these two matters before the December meeting. The Subcommittee also discussed the Trustees manual and the roles and responsibilities of Trustees. This will be a discussion matter for the new Board of Trustees. The Subcommittee also discussed the need for better coordination with the two Friends groups.

c. Development Subcommittee – Minutes for the October meeting are not yet available. The various holiday programs being offered by and at the libraries were reviewed. The idea of a holiday appreciation program for staff was postponed until December.

5. Old Business

- a. The issues related to the Intern Program were previously covered above in the minutes.
- b. The progress of the Strategic Plan was also covered above in the minutes
- c. The Trustees agreed that the 2023 Board goals were met. Goals for 2024 will be developed in December.

6. New Business

- a. J Ranaudo, M Mazur, and W Barney were reelected to the Board of Trustees and S Jezek was elected to a six year term.
- b. Motion by C VanValkenberg/J Ranaudo to invite K McCrea of the FOEHFPL to join the meeting approved 6-6-0. The Board and Ms McCrae had a discussion as to the role of the FOEHFPL and how the Board of Trustees and the FOEHFPL can better coordinate their work to best serve the community.

7. Audience of Citizens

- a. There were no citizens seeking to address the Board

8. Without objection, the meeting was adjourned at 7:30 PM

submitted by: W Barney, Secretary