EAST HADDAM PUBLIC LIBRARY SYSTEM

BOARD OF LIBRARY TRUSTEES

FINANCE SUBCOMMITTEE

MINUTES OF A SUBCOMMITTEE MEETING OF NOVEMBER 6, 2023

1. Meeting called to order by D Barlow at 4:06 PM

   Trustees present: D Barlow, J Bielot

   Also present: A Murphy, Library System Director

2. Minutes of the Subcommittee meeting of October 10, 2023, accepted as presented.

3. Old Business
   a. A Murphy reported that the budget is tracking as expected and that she and her staff are continuing to monitor spending. She is concerned that a permanent source of funding for the necessary Intern positions has not yet been found.
   b. A Murphy reported that there has been no news to report regarding the request that the Ray Foundation cover the cost of the Intern program.

      A Murphy was contacted by the High School's Career Counselor. There is a senior who would like to Intern at the library. A Murphy interviewed him and would like to hire him as an Intern. She reported that the school system would cover some or all of his salary. A Murphy is going to follow up with the Career Counselor.
   c. Discussion occurred regarding donations and Friend's Group Contributions. J Bielot reported that for the last quarter (July-September), the Reading Room Endowment contribution to the town amounted to $8,782. Last year the amount contributed for the quarter was $8,482 and in the '21-'22 budget year it was $8,381. So about $300 more than the same quarter last year and trending up. The estimate for this year's contribution to the budget is $35,000. In the future he will report on EHFPL Friends monetary contributions.
   d. A Murphy applied for a grant from the Middlesex Foundation. They will announce their grant winners in Mid-February. She would like to find a grant to fund the purchase of 'things' to start the Library of Things library.
4. New Business
   a. J Bielot mentioned that he started a 2024 Meeting Calendar which will be finalized by the Governance Committee. He placed it in the Calendar folder on the new Google Drive.
   b. A discussion occurred regarding talking points with the new Finance Director once that person has been hired. Subjects included history of the libraries and their funding, the two Friends groups, the Rathbun Trust and the EHFPL Endowment contributions, and donation tracking.
   c. A Murphy indicated that at a meeting with the First Selectman last week that she was told that work on the '24-'25 budget will begin in December.
5. Audience of Citizens
6. There were no citizens present and no questions submitted by email.
7. Without objection, the meeting was adjourned at 4:41 PM

Submitted by: J Bielot, Acting Secretary