East Haddam Library System

Board of Trustees

Minutes to Meeting of Dec 14, 2023

I. Meeting called to order by A Murphy at 6:30pm
   a. Trustees present: D Barlow, J Ranaudo, J Bielot, C vanValkenburg, M Mazur, W Barney, S Jezek
   b. Also present: A Murphy, Library System Director, K McCrae, FOEHFPL

II. Board elections
   a. J Ranaudo nominated D Barlow for co-chair of EHLS BOT
   b. D Barlow nominated J Ranaudo for co-chair of EHLS BOT
      i. Nominations closed & vote in favor 7-0-0
   c. B Barney nominated C vanValkenburg for recording secretary of EHLS BOT
      i. Nominations closed & vote in favor 7-0-0
   d. D Barlow nominated S Jezek for corresponding secretary of EHLS BOT
      i. Nominations closed & vote in favor 7-0-0

III. Minutes of November 9, 2023, accepted as presented.

IV. Library Director's Report – A Murphy reported that Karen VanZetten will retire after 20 years. There will be a party Dec 20 9-10am at Rathbun if you can join. Pat Griswold was awarded Outstanding Achievement Performance Award. Hale Ray Senior intern position is being supported by the school. Ray Board has agreed to fund the Library Internship program and should be finalized end of the week. Honora Myers hired as circulation substitute. Emphasized the 2024 budget main goal is the library staff salary and how vastly they are underpaid in comparison to neighboring towns. Finalized the Strategic Plan. Announced Laurie Prichard will be interim director of the library system. A Murphy's last day will be January 5, 2024.

V. Committee Reports
   a. Finance Committee Report – the subcommittee focus was the discrepancies of the East Haddam staff salaries and how the BOT members need to be more vocal in highlighting these issues. A Murphy will be meeting with the 1st Selectman and new Finance Director regarding budget and other issues.
   b. Governance Committee Report – subcommittee reported that review of the Google Drive and BOT manual will be divided up and review will begin Jan 2024. Self-evaluation of the BOT findings were weak in Policies, Annual Review of the Library Director, BOT Roles & Responsibilities and Advocation for the library system by attending town meetings. In June will do another BOT self-evaluation to see the progress. Survey findings are uploaded into the Google Drive. ACLB has a Director Evaluation form. It will be sent to the BOT to review and hope to review the new director in June 2024.
   c. Development Committee Report – hope to have a Healthy Living Body & Soul program. M Mazur attended Effective BOT Members webinar and take away is attending meetings and participating in them; being prepared for meetings; knowing roles and responsibilities; BOT members contact information for all to have.

VI. Unfinished Business

A. Internship Program – A Murphy is supposed to hear back from Ray Board on the funding of the internship program end of this week.

B. CLC Strategic Planning Cohort-Develop Strategic Plan Committee

a. Library is a Community Hub that is welcoming and inclusive space.

b. Library will extend partnerships and community connections.

c. Library will expand learning opportunities and initiatives.

d. Library will see to increase the resources available to meet its mission and vision.

C. Library Board 2023 Goals – We will join the ACLB, and the goals will be replaced by the Strategic Plan.

VII. New Business

a. Call to add the following to New Business

i. Vote for the Strategic plan - Motion by B Barney 2nd by M Mazur all in favor.

ii. Add to form Sub-Committees – Motion by B Barney 2nd by J Bielot all in favor.

iii. Add Calendar for 2024 – Motion by B Barney 2nd by C vanValkenburg all in favor.

b. Motion to accept the East Haddam Library System Strategic Plan 2024-2027 placed by B Barney 2nd by J Bielot all in favor without further discussion.

c. Governance Committee recommends: Finance committee stand with B Barney, D Barlow & J Bielot; Governance committee stand with J Ranaudo & C vanValkenburg; Development (Program) committee M Mazur, A Hinchcliffe, C Delisle and add S Jezek. B Barney motioned to accept the committees C vanValkenburg 2nd all in favor. If anyone who was not at this meeting wants to switch committees, please let Governance know.

d. Director Position – Laurie Prichard will be interim director.

e. Sign for EHFPL (Moodus Branch) A Murphy spoke to the town and EHFPL will get a new sign.

VIII. Audience of Citizens K McCrea from FOEHFPL joined the meeting and mentioned to keep in mind during strategic planning that some senior citizens are not as tech savvy and to make sure programs etc. consider this.

IX. Without objection, the meeting was adjourned at 7:22 pm.

Submitted by C vanValkenburg, Secretary