Minutes

EAST HADDAM LIBRARY SYSTEM – Governance Committee

May 8 – 9:00 am

East Haddam Free Public Library

Trustees Present: Julian Tryon Ranaudo, Shea Jezek, Chris vanValkenburg (via phone)
Also present: EHLS Director Evelyn Morgen

1. Call to Order at 9:00
2. Unfinished Business
    a) BOT Manual – completed review of the BOT manual. Julianna and Chris will begin edits of a copy that is online so the committee can present it to BOT.
        i. Public Relations Committee – the former Program committee met and decided moving forward that it should be named Public Relations Committee. Roles and responsibilities were created to be added to the BOT manual.
    b) Employee Survey – copies of the survey that was conducted in 2023 were sent to members of the Governance committee. Printed copies will be sent to both libraries in June and employees can fill them out anonymously. At the end of June, the surveys will be collected and reviewed,
3. New Business
    a) Governance Committee Chair & Secretary – Chris will continue as chair and secretary through the June meeting when the BOT should be completed. At the July meeting, it will be decided who will be voted in as Chair and Secretary positions.
    b) Kerry McRae has submitted the paperwork necessary to become a BOT member. At the town meeting, the First Selectman approved (Public & Private), the manual and if needed tour of the Rathbun Library.
    c) The evaluation of the Library Director will be conducted in June using the ACLB survey minus a couple of the questions that are not needed.
    d) It was discussed and determined that the library staff follow the town manual.
    e) Chris will create a sign-up sheet for BOT members to bring goodies when the library has their monthly all staff meeting. This is a great way for the staff to know who all the board members are. Evelyn will provide upcoming meeting dates.
4. AOB - none
5. Audience of Citizens - none
6. Adjournment Chris made a motion to adjourn the meeting at 9:47 without objection.