Minutes

EAST HADDAM LIBRARY SYSTEM – Governance Committee

Sep 13, 2023 – 9:00 am

East Haddam Free Public Library

Trustees Present: Juliana Tryon Ranaudo, Chris vanValkenburg

Absent: Janine Broe

Also Present: EHLS Director Allison Murphy

1. **Call to order** Meeting was called to order at 9:06 am
2. **Unfinished Business**
    a. **Google Drive**
    Will confirm all committees are able to place their agenda/minutes into the drive.
    b. **Board of Trustee Self-Review: ACLB**
    Went over the ACLB self-review and have a question regarding BOT and fundraising. It stipulates that Municipal BOT cannot fundraise. Can BOT and subcommittees help library employees in this effort?

3. **New Business**
    a. **Policy Proposals**
        i. Gift & Donation Policy – Since this policy is part of the BOT manual, Allison proposed adding it with the other policies and be available on the website.
        ii. Program Policy – reviewed and in favor of this policy. To be sent to BOT review.
        iii. Social Media Policy – reviewed and in favor of this policy. To be sent to BOT review.
    b. **Director Review**
    BOT will conduct yearly Director reviews starting Jan 2024
    c. **New BOT Orientation**
    Governance will have word document with roles and responsibilities of each committee available for new members as well as the employees of both libraries.
    Chris v reached out to Shea Jezek inviting her to BOT and sub-committee meetings, so she is familiar with our meetings.
4. **AOB** –
5. **Audience of Citizens**
6. **Adjournment** Juliana made a motion to adjourn the meeting at 9:48am without objection.