EAST HADDAM PUBLIC LIBRARY SYSTEM

BOARD OF LIBRARY TRUSTEES

MINUTES OF A MEETING OF AUGUST 8, 2024

1. Meeting called to order by D Barlow at 6:31 PM

   Trustees present: D Barlow, J Ranaudo, j Bielot, A Hinchcliffe, K McRae., M Mazur, W Barney

   Also Present: E Morgen, Library System Director

2. Minutes of June 13, 2024were accepted as presented, 7-0-0
3. Library Director's Report
   a. E Morgen reported that 4,576 people used the libraries, and increase of 8% over the previous period.
   b. The various programs offered by the libraries have been well received and attended. The staff is in the process of planning for Fall programming
   c. E Morgen reminded the Trustees of the staff meeting refreshment rotation
   d. On 8/29, M Sullivan will attend the staff meeting to begin the Strategic Plan process
   e. The 2025-26 budget development season will soon be upon the Library System. Part of the process will be to address the loss of staff time
   f. E Morgen has met with the Town Finance Director to help her better under the nuances of the Library budget and to clarify how endowment funds are handled.
   g. The First Selectman will be developing 'story boards' to illustrate the pros and cons of four sites for the possible new library building. E Morgen will be assisting in the project.
4. Reports
   a. Finance

      J Bielot reviewed the Finance Subcommittee report which was sent to all Trustees. He emphasized that the issue of proper Library staffing will be a major focus of the 2-25-26 budget. He noted that E Morgen will be in touch with the Ray Board to determine if they would be willing to fund the Library interns. It has been determined that LION is the best inter-library loan system, and the East Haddam libraries would wish to stay with it.

   b. Governance

      J Ranaudo spoke about the need for Trustees to be available for Library System events and Activities. Trustees need to insure that there is open communications between and amongst the Trustees as well as with the Library System Director and the staff. Finally, she distributed the revised Trustee Manual and asked that the Trustees review it and where necessary, offer suggestions form improvement. She indicated that she hoped that the Manual could be approved at the September Trustees meeting.

   c. Public Relations

      M Mazur reported that the Subcommittee is looking for ways to make the Library System Web page more accessible and more exciting. They are also examining ways to get the Library story out into the community.

d. Friends Liaison

K McRae reported that the July and August Kiddie program supported by the Friends groups are planned and ready to go. She also said that the Friends Group is looking for boxes for the Fall book sale

5. Old Business

a. As noted previously, the Library Director will continued her effort to gain the financial support of the Ray Board for the Library Intern program

b. The 2024-25 is tracking as expected. The issue of oil for Rathbun has been settled

c. The Strategic Plan will be turned over to the Library System Director and staff for action

6. New Business

a. There was no New Business

7. Audience of Citizens

a. There was no audience of Citizens

8. Without objection, the meeting was adjourned at 7:24 PM

Submitted by W Barney, Acting Secretary