

Minutes

East Haddam Library System Board of Trustees

Thursday, October 10, 2024

Municipal Office Building Meeting Room 3

6:30 PM

Mission Statement: The East Haddam Public Library System seeks to enrich lives by helping to build communities of lifelong learners. The system provides access to historical collections, offers materials in print and digital formats, and gives community members opportunities to share in public discussion.

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

Also Present: E Morgen, Library System Director

- I. The meeting was called to order at 6:32pm.
- II. The minutes of the September 19, 2024 meeting were approved as submitted.
- III. Directors Report
 - a. The annual state report was submitted, and the numbers reflecting library patronage are continuing to increase.
 - b. There are numerous upcoming events including an author showcase featuring at least 17 local authors.
 - c. Due to space limitations, the library is considering using the Grange to host a series of lectures.
 - d. The Town intends to use only the mini-split to heat the Rathbun this year. The temperature will be monitored closely to see if this is a sufficient heating method. Any space heaters or other additional units should be approved by the Fire Marshall.
- IV. Reports:
 - a. Finance Committee Report
 - i. The budget is on track.
 - ii. The January 1, 2025 increase in the Connecticut minimum wage should not impact the Library budget since the Town government sets the staff wages and the increase should already be incorporated into the 2024-25 Budget.
 - iii. Evelyn is working on a grant application for the Middlesex Community Foundation.
 - iv. A web designer has begun working on the website overhaul. Work is expected to be done in the next 3 months.
 - b. Governance Committee Report
 - i. There were several additional manual changes proposed. They will be discussed by the committee in November and the manual will be presented for a vote at the November Board meeting.

- ii. The Director is composing a new policy regarding lending museum passes to out-of-town patrons.
 - c. Public Relations Committee Report – No meeting.
 - d. Friends Liaison Report
 - i. The friends of EHFPL have their annual book sale on October 12th. They are also working on the upcoming author’s showcase on Nov. 16th.
 - ii. The friends of Rathbun are busy with the upcoming Half Pint Hamlet event.
 - iii. The friends of Rathbun recently purchased additional shelving for the Rathbun.
 - iv. The holiday market will be held at the Grange this year.
- V. Unfinished Business
 - a. Internship Program - The director plans to meet with the Ray Board to present a proposal to have the Library Intern Program be regularly funded by the Ray Board.
 - b. The 2024 – 25 Budget is on track
 - c. CLC Strategic Planning Cohort-Develop Strategic Plan Committee – There was a meeting in August where the staff and library leadership set objectives that are already being worked on.
- VI. New Business
 - a. The Board of Trustees Manual will be presented at the November meeting.
- VII. There was no audience of citizens.
- VIII. The meeting was adjourned at 7:23pm

The meeting will be streamed live on YouTube at the following link:

<https://www.youtube.com/channel/UCLZq-CmatoKY6FW829c6mBA> You may also access the YouTube Live link from the Town’s website: www.easthaddam.org

email questions or comments to: emorgen@easthaddamlibrarysystem.org