

EAST HADDAM PUBLIC LIBRARY SYSTEM BOARD OF LIBRARY TRUSTEES
MINUTES OF A MEETING OF SEPTEMBER 19, 2024

1. Meeting called to order by D Barlow at 6:30 PM
Trustees present: D Barlow, W Barney, J Bielot, A Hinchcliffe, S Jezek, K McRae., M Mazur
Also Present: E Morgen, Library System Director
2. Minutes of August 8, 2024, meeting were accepted as presented.
3. Director's Report
 - a. E Morgen has been out for 2 weeks due to contracting Covid. Staff stepped up and filled in while she was out.
 - b. The Friends had an amazing event displaying Fairy House Constructions made with assistance from the Florence Griswold Museum. E Morgen plans a newspaper article including photos.
 - c. The East Haddam Land Trust discussed with E Morgan starting in October a non-Fiction Book Club with books related to forests.
 - d. On 8/29, M Sullivan attended the staff meeting to begin the Strategic Plan process by planning the objectives. The objectives generated were sent to the board members for review prior to the meeting. S Jezek commented that they were clear and concise.
 - e. E Morgen is going to meet with The First Selectman and D Angersola to discuss heat at the Rathbun. The fuel oil budget was zeroed out in this year's budget and a Dutch tech had told the interim director that the boiler would still be needed.
 - f. The outdoor sign at the EHFPL was replaced as the old signposts were rotten and there was a concern that it would fall and potentially injure someone.
 - g. E Morgen is working with The First Selectman to develop 'story boards' to illustrate the pros and cons of the sites for the possible new library building. E Morgen will be meeting with her to review work to date.
 - h. E Morgen is thinking how to present the need for additional staff/staff hours as the minimal staffing is a constant problem.
4. Reports
 - a. Finance

D Barlow and J Bielot reviewed the Finance Subcommittee report. As we're only a couple of months into the budget there were no specific issues of concern. It was emphasized that the issue of proper Library staffing will be a major focus of the 2025-26 budget.

E Morgen will be in touch with the Ray Board to determine if they would be willing to provide funding for the library intern program.

A Hinchcliffe is concerned that since the Rathbun has water pipes in the north outside wall that insufficient heating may cause the building to experience a burst pipe in the winter.
 - b. Governance

S Jezek discussed the revised Trustee Manual and indicated that J Rauando, the committee chair, indicated that if everyone was comfortable with it that it could be voted on. Since this is a Special Meeting and the published agenda did not include an item to vote on accepting the revised manual, it was tabled until the next meeting.

The committee discussed putting a calendar on the library website to add important dates.

There is a question regarding Museum Passes. A policy needs to be written as it is not clear that there are any restrictions on who could request passes. Some organizations may restrict use to town residents.

c. Development

M Mazur reported that the Subcommittee did not meet.

d. Friends Liaisons

K McRae focus is on the upcoming book sale. They need boxes and more books. They will be moving books from First Church to the grange on Thursday October 10 at 2pm. The book sale will be on Friday October 11 and Saturday October 12. They will also need help to clean up on Saturday afternoon.

The EHFPL Friends are working with the Rathbun Friends on the Author Showcase being held at the Grange on October 16th. There will be 12-14 authors present.

M Mazur reported that the Fairy Village event was a great success. People were creative in constructing their villages. They are currently working on the Half Pint Hamlet event. They discussed having another puppet show, but finding a date when there are minimal other conflicts has proven difficult.

5. Unfinished Business

- a. Intern funding – no news this month due to E Morgen being out.
- b. The 2024-25 was reviewed but other than the heating oil question, there were no concerns.
- c. The Library System Director will start collaborating with the staff on the objectives. They would like to include home schooling groups.

6. New Business

- a. Board of Trustees Manual – was tabled until the next meeting.

7. Audience of Citizens

- a. There was no audience of Citizens.

8. Without objection, the meeting was adjourned at 7:10 PM

Submitted by J Bielot, Acting Secretary