Minutes

East Haddam Library System Board of Trustees

Thursday, December 12, 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, K McRae, J Bielot, S Jezek

Also Present: William Barney, Finance Bd Liaison, Jeffrey Ranaudo, citizen, Laurel White, citizen

I. The meeting was called to order at 6:30pm.

II. The minutes of the November 14, 2024, meeting were approved as submitted.

III. Directors Report – The Director could not attend due to a conflict in her schedule. She provided a written report to the board. The highlights for the month were the successful Author's Showcase collaboration between the Friends groups and the Library System, held at the Grange/Old Town Hall as they allow for easier access and a larger open space than either of the library facilities can provide. Library staff assisted with the Kids Night on the Green event in Moodus. The libraries are partnering with the Land Trust to hold a Natural Sciences Book Circle. The Goodspeed Good Neighbor program is continuing through the current production. The web designer has made great progress on redesigning the Library System website and it will be ready for a small number of staff and board members to test and provide feedback. Applications are being accepted for a Library Assistant and interviews will begin soon. Having (1) less staff member and the imminent loss of the Intern is making keeping the libraries open a challenge.

IV. Subcommittee Reports

a. The Finance Committee could not review the individual budget line items as a status report from the Town's MUNIS system was not made available to the Director prior to the meeting. It was her belief that there were no pressing issues.

   The boiler at Rathbun has been repaired and is available to be used should we experience a cold snap, and the mini splits prove to have difficulty maintaining a comfortable temperature in the building.

The 2025-2026 budget process hasn't started yet so nothing to report.

The Ray Board did not have a quorum for their meeting, so continuing to fund an intern at the library could not be discussed. The Director has been working with one of the Ray Board members who has indicated that their focus is shifting, and they will likely not further fund the program. She was told that there might be an alternate place to obtain funding. That is being investigated.

The issue with the book vendor has hopefully been resolved and new books will start arriving in a timelier manner.

b. The Governance Committee – The question about the museum pass policy about out-of-town residents was resolved. CT State policy states that we cannot limit the distribution of passes only to town residents.

   The open position on the board was discussed. There is a question regarding the term of the replacement. It is either until the next municipal election or to the end of the term. J Ranaundo is going to check with the Town Clerk to get the definitive answer.

   D Barlow provided an outline of the board's sub-committees.

c. The Public Relations Committee – Will be testing the new website. Submission to the town's Event's magazine. Next year the director is working on scheduling events on Women's Health to be held at the Senior Center as it's a larger space and provide for easier access.

d. K McRae, who is the EHFPL Friends liaison, reported giving $1,200 for new furniture at the EHFPL branch. D Barlow noted that the existing chairs are all on wheels and that can be a problem with patrons that have mobility issues.

   The Friends groups (EHFPL & Rathbun) are planning another Author's Showcase for the same weekend next year. However, they would like a larger venue as they had to turn down several people. Access to the stage where the author was located was difficult for people to access.

V. Unfinished Business
   a. Internship Program – See Finance Committee Report.
   b. 2024 – 2025 Budget - The current year budget is on track and nothing to note was identified by the Director.
   c. CLC Strategic Planning Cohort – Nothing new to report.

VI. New Business
   a. A motion was made by J Bielot and seconded by J Ranaudo to allow W Barney to address the board. W Barney, who until recently was on the Library System Board. The motion passed 5-0-0. W Barney introduced himself as the Finance Board liaison to the Library System Board.

VII. Audience of Citizens – L White introduced herself as someone who may be willing to join the board to find the vacancy. She came to the meeting to learn more about the board, when meetings were held, and what obligations would be required.

VIII. Adjournment – Without objection, the meeting was adjourned at 7:08pm

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

Minutes submitted by John Bielot, Acting Secretary