

**HALL MEMORIAL LIBRARY
BOARD OF TRUSTEES
MEETING
September 11, 2018**

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TOWN CLERK

- I. Chair John Halloran called the Regular Meeting of the Hall Memorial Library Board of Trustees to order at 7:02 PM. Board member present were Mary Blanchette, Janet Wieliczka, Judy Stomberg, and Gabbi Mendelsohn. Staff members: Patricia Grundman, Childrens Librarian and Assistant Library Director, and Susan Phillips, Library Director. Marcia Downs was present as Recording Secretary.
- II. Citizen's Forum – Peg Busse, President of the Friends of the Library, Staff Members Debi Cormier and Francie Berger, and citizen Tom Palshaw were present at this meeting.
- III. Approval of Minutes of the June 2018 Meeting (Wieliczka/Blanchette) and July 2018 Special Meeting (Blanchette/Stomberg) - The minutes were reviewed by members present and were unanimously approved as written.
- IV. Treasurer's Report - Sue Phillips circulated the cash flow balances of the Gift and Fine Accounts to date and the reports were reviewed by the members present.
- V. Current Year Budget – The current year's budget was reviewed and discussed among the Board Members. Sue Phillips reviewed this year's spending to date.
- VI. Library Director's Report – The report was reviewed and discussed, especially noting that the Summer Reading Programs were a huge success, and were sponsored by a gift from the Friends of the Library. Patrons had a great time attending events, doing crafts and entering drawings. There were book discussions, creative writing sessions and reading, as well as puppets, animals, magic, cooking, chess, movies, and dancing. A good time was had by all. Story Hours will begin the first week of October. There have been some personnel changes among the pages – Samantha Golden and Meghan McCoy have left and Benjamin Lipman and Caitlin Coonan have been hired to replace them. Ben will work Tuesday, Thursday, and every third Saturday, and Caitlin will work Monday, Wednesday, and Friday. Both will work an average of 7.5 hours a week and will earn \$10.10 per hour. Custodian John Abate is out on extended leave. It has been suggested that a temporary custodian be hired to fill his position. There will be several employees recognized at the October Board of Selectman meeting on October 15th: Lindsay McKeegan for 10 years; Cheryl Chamberlin, Linda Judd, and Katherine Boop for 20 years. Bids have been received and a contractor has been chosen for the roofing project. Work will hopefully be done in late October. Public Works Director Tim Webb coordinated the bidding project. Our first session of Adulting 101 will be held on 9/13/18 and the first Coffeehouse of the season is 9/14/18.
- VII. Friends of the Library Report – President Peg Busse reported that the Friends have a large cash balance and are looking for something unique to spend it on. Some areas were discussed. Their next meeting on September 20 is the annual meeting and they will have the election of officers and review changes to their by-laws. The next Bag

Sale will be on October 19, 20, and 21. The annual Cookie Sale is scheduled for December 16.

- VIII. Old Business – Mary Blanchette asked to have the item of Reference Librarian /Program Coordinator be tabled from the agenda. A motion was made (Blanchett/Stomberg/ Halloran abstaining) and was passed to table the item for the future. Building Maintenance – The cleaning/janitorial personnel issue was further discussed. It was moved and unanimously passed to give Sue Phillips authorization to find a solution to the issue and act on it (Blanchette/Mendelsohn). Carpeting – The new carpet designs were chosen. A motion was made (Blanchett/Mendelsohn) and unanimously passed to move ahead with the carpeting project as discussed, and if there are any overrides due to moving of the stacks the Board will absorb the cost. Painting – The painting project will be postponed until the roof is replaced in order to insure that the leaking areas are repaired in good time. Long Range Planning - Pending.
- IX. New Business – Election of Treasurer – The Board acknowledged with great regret and sadness the passing of Mary Clements, who had served as Treasurer. Janet Wieliczka was appointed fill the vacancy (Stomberg/Blanchette). Capital Improvements 2019 – 2020 – Possible items were discussed to submit as Capital Improvement projects; it was decided to not submit any this year. 2017 – 2018 Budget Reimbursement – The budget reimbursement in the amount of \$15,459.41 to the town was unanimously passed (Wieliczka/Stomberg). Charter Revision – This is an area of concern to the Board, and Mary Blanchette moved that the Board of Trustees issue a public statement to act to defeat the Charter Revision questions # 7 and 8, with Janet Wieliczka seconding, and passed unanimously. This needs to be put into action by the October meeting.
- X. Trustees' Concerns – None.
- XI. Correspondence – None.
- XII. Adjournment – The meeting was unanimously adjourned at 8:57 PM (Stomberg/Wieliczka).

Respectfully submitted,



Marcia H. Downs