

BRAINERD MEMORIAL LIBRARY BOARD OF TRUSTEES

2-23-2016

PRESENT: Jamie Beckman, Marijean Conrad, Pam Crum, Raul deBrigard, Virginia Evensen, Paul Geraghty, Mary Karkuktt-Kullak, James Simpson

ABSENT: Liz Anderson, called, Sue Staehly, acting library director, called, BJ Noonan called, Mike Jordan

Meeting called to order at 7:05 pm by Raul deBrigard

Agenda approved as presented Pam/Paul

Secretary's report: Approved as amended. Jim/Raul Paul abstaining

Treasurer's report: Written summary presented. Questions answered.

Comptroller's report: Checking balance as of 2/22 is \$24,124. The 1099's were completed and mailed in January. The annual filing with the Secretary of State was made.

Director's report: Written report distributed. 1. The total for the annual fund drive is \$6,385.00. 2. Matching gifts totaling \$115.03 have been received. A portion of the donation, \$81.37, is restricted to the endowment. 3. Two overdue bills from the past fiscal year have been recently received. The Board recommended that these bills be paid promptly.

President's report: 1. Thomas Piezzo has accepted the position as director of the library and will begin his tenure on Tuesday, March 1, 2016. 2. The revised budget has been approved by the Selectman. The budget must now be approved by the Board of finance. 3. Discussion on planning an open house to introduce Tom to the community. It was decided that this event will be held on Friday 3-18-2016 from 5:00 pm to 7:00 pm.

Building/grounds: No report

Budget/finance: 1. The revised budget was distributed to the Board. This budget is accepted as presented. Paul/Jim. There was discussion about the need for an auditor or for a consultant to review the procedures that are in place. This will be discussed at the next meeting. 3. The committee plans a discussion with Merrill-Lynch regarding the library stock portfolio. There should be a report for the next meeting.

Development/planning: 1. Discussion about the Taste of Haddam. It was agreed that we will not plan this activity for this year. A letter will be sent to the restaurants that have participated in the past-sharing our change in plans. 2. Brief discussion on possible fund raisers for later in the year. 3. It was decided that the committee will meet on 3/1/2016 to plan the Open House for Tom

and on 3/8/2016 to review fundraisers and set up a schedule for this year. Both meetings are at 6:30 pm.

Friends of the Library: no report

Personnel/policy: 1. Raul deBrigard presented a list of priorities for the library. The Board reviewed the list. This will be revised and presented to Tom for review. 2. Executive session- 8:15 pm to 8:30 pm

Nominating: no report

Meeting adjourned at 8:45 pm Next meeting March 22, 2016 7:00 pm

Respectfully submitted:

Virginia Evensen, secretary

Approved as presented 3-22-2016