

5-26-2015

PRESENT: Virginia Evensen, Betsy Clifford, Pam Crum, Paul Geraghty, Mary Karkutt-Kulak,
Mike Jordan, Raul deBrigard, BJ Noonan, Cindy Muhlbach

ABSENT: Jamie Beckman, James Simpson

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

Public Comment-none

Agenda approved as presented

Secretary report Minutes approved as presented-Paul/BJ

Treasurer report: no report-

Comptroller report: Check book balance \$18,499 as of 5/26/2015

Director report: 1. Donations-\$862.50 for the endowment. Donations come from United Way, Haddam Junior Women, Travelers and from the Annual Fund. 2. Touch a Truck will be held on September 12, 2015 at Higganum Green from 9:30 am to noon. 3. Library Yard Sale will be 10/3/2015-from 8:30 am to 1:00 pm and a \$25 donation will reserve a space. 4. We have hired two new employees. Michael Sweeny will be responsible for adult and computer programs, pending background check. He will work 13 hours. Kristen Carpentier will be the children assistant. 5. Contact has been made with Image Works to contract to improve the library web site. Work should be done soon.

President's report: 1. The budget was finally approved by the Board of Finance. 2. A meeting with the First Selectman was discussed. This would be a chance to explore what the town might be willing to provide the Library if a merger were to occur. 3. A committee, Paul, Raul, Pam, and Mike was formed to explore the library relationship with the town-and the possibility of utilizing the insurance programs of the Board of Education,

Building/grounds: 1. The repair of the library front door is in progress. 2. The lights on the outside steps have been examined and can be repaired for \$125/light. A cover plate will be attached to protect the lights in the future. This should be completed in two weeks. 3. A booklet about the outside sheds was distributed and reviewed. Town regulations will be obtained regarding the need for a foundation for the building. 4. The drain from the roof on the right front of the building will be scoped this week.

Budget/Finance: 1. There have been problems with transfer of data on Quick Books using the laptop and flash drive. The treasurer will update the file at the library pending resolution.

Development/Planning: 1. Taste of Haddam was deemed a success. The total proceeds not yet available. A review questionnaire was distributed. 2. We continue to receive Annual Fund donations.

Friends of the Library: no report

Personnel/Policy: 1. The committee is working on the update of the employee handbook to clarify all the policies 2. The status of the by-laws was discussed.

Nominating: The following slate of officers for the next year is presented: Raul deBrigard-president, Paul Geraghty- vice president, Virginia Evensen-secretary, Mary Karkutt-Kulak-treasurer, BJ Noonan-comptroller The slate will be given a vote of approval at the next meeting We need at least 4 new board members.

New business: The ice cream social will be the August 4, 2015

Meeting adjourned at 8:45 pm. The next meeting will be June 23, 2015 at 7:00 pm

Respectfully submitted,

Virginia Evensen, secretary

Approved as presented: 6-23-2015