

BRAINERD MEMORIAL LIBRARY BOARD OF TRUSTEES

3-26-2018

PRESENT: Carl Conrad, Marijean Conrad, Pam Crum, Raul deBrigard, Mary Karkutt-Kulak, Tom Piezzo, Myra Aronow, Alma Zyko, Lorraine Reiss, Virginia Evensen, Cheryl Czuba

ABSENT: Liz Anderson, out of state, Stephanie Denkowicz, Lynne Cooper, out of state

Meeting was called to order at 7:05pm by Marijean Conrad, vice president. Raul deBrigard came in at 7:30pm.

Public comment: Presentation by Chris Dobbs regarding developing the strategic plan for the library. He will guide the board in developing a vision for the library and a strategic plan for the next 5-10 years. The board was asked to suggest 4-5 names of people to be called regarding the library and library programs.

Agenda was approved as presented: Carl/ Myra

Director's report: 1. The library has received a \$1000 grant through the American Library Association's Gilder Lehrman "Revisiting the Founding Era" program. The programs will be presented in 2019. 2. The LION consortium is upgrading the catalog experience. 3. The library blog received over 300 site visits/week, 4. The Passport to Libraries will occur in April. 5.

President's report: no report

Budget/Finance: no report

Building/grounds: written report-1. The committee thinks it is prudent to invest in the HVAC system for board approval Motion was made to purchase the check valves for \$1275.00. Raul/Marijean approved 2. It is recommend that the library obtain a generator in the near future. 3. Working on the possibility of marketing the 916 Saybrook Road property. 4. The State grant for the exterior work has been approved Awaiting response from the town Capital Planning Committee. 5.The interior project committee plan to meet with the architect to have the proposed renderings improved. 6. The committee approved applying for a State Neighborhood Assistance grant. For changes with the lighting. 7. Tom will continue to work on the internal project description bid process.

Alarm system: Raul was called twice when he was in Florida. He recommends that a different person be called. Marijean volunteered. Tom indicated that we may need a newer type of system. He will obtain information and share it with building/grounds.

Planning/development: written report Potential time line for fund activities has been prepared. Talked about potential fund raising event-taste of Haddam, Golf in the library, silent auction, trivia night. Gloria Gorton will meet with us on 4/9/2018 to help with initiating a capital plan.

Friends of the library: written report Fundraising flyer sent out March 1. To date \$1600 has been raised. Friends will sell books, DVD's, CD's at Town wide tag sale, Agriculture day and a large book sale in September.

Personnel/Policy: written report Review of the Internet Safety Policy was presented. This was approved at the January meeting. Motion made to accept the internet safety policy as presented. Myra/Lorraine unanimous.

Renovation Committee: Expressed thanks for the comments on the architect's renderings of the interior project. He will provide new plans for review on 4/28/2018.

Nomination: Forms for Board membership and committee assignments were distributed. Everyone is asked to review and make choices. We need someone for secretary, and for vice president. Invitations have been sent to three people to consider board membership.

The next meeting is scheduled for Tuesday, April 23, 2018. Tom is not available on that day. After a discussion it was decided that the next meeting will be May 1, 2018. The secretary will place a notice at the Town Hall.

Meeting adjourned at 9:30 pm

Respectfully submitted:

Virginia Evensen, secretary.

Approved as presented 5-1-2018