

BRAINERD MEMORIAL LIBRARY BOARD OF TRUSTEES

March 26, 2019

PRESENT: Carl Conrad, Marijean Conrad, Lynne Cooper, Emily Smith, Cheryl Czuba, Tom Piezzo, Myra Aronow, Lorraine Riess, Alma Zyko, Mary Karkutt-Kulak

ABSENT: Liz Anderson, Pam Crum, Kent Jarrell

Meeting called to order at 7:00 P.M. by President Marijean Conrad

PUBLIC COMMENT: Two presentations

First Presentation

Powerpoint presentation "Being a Library Board: Board Basics " by Dawn LaValle , Director, Division of Library Development, CT State Library and Gail Richmond, ACLB President (unable to attend)

1. The BML BOT is a governing board with responsibilities to hire a director, develop policies, a strategic plan, a budget with the director, and advocate for the library and support the Friends. **2.** Dawn suggested that in order to ensure support for the library, the trustees should attend town budget meetings, know their elected officials and be prepared to speak about the library. **3.** Ideas for orientation for new Board members include: tour library and meet library staff and an orientation kit with the ACLB handbook. **4.** Resources for Trustees include ACLB Handbook and <http://libguides.ctstatelibrary.org/did/home>.

Second Presentation

Update by Chair Doreen Staskelunas for the library fundraiser, "Food for Thought: A Taste of Haddam & Beyond," on April 27th 6-8 P.M. **1.** Parking at library, Senior Center, Haddam Congregational Church and possibly Jail Hill lot. **2.** State Trooper needed at \$150 per hour for 2 possibly 4 hours. **3.** Have liquor permit and food permit. Will need to card people since serving alcohol **4.** Planning for 125 people. **5.** Includes food, wine tasting, raffle items, silent auction items. **6.** Payment accepted by check, credit or debit card or online via PayPal. **7.** Cost of ticket is \$35 before event and \$40 during event. **8.** Catered offerings: Perfect Pear (Crepes prepared right there,) Dough on Main (Spinach Pasta with Gorgonzola Alfredo), Sundial Gardens (Unique Flavorful Tea and Cookies), Cheryl's Cookie Jar (Extra special cookies), Coyote Blue (Chips and Salsa with just a taste of their signature margarita) **9.** Wines from Terry's, HiWay and Tony's. **10.** Other Offerings: China City, Fiore II, Grano Arso, Higganum Village Market ("Ming's"), Rustica, Whistle Stop, River House, Udupi Bhaven, Cooking Company, Deb's Restaurant, Donna's Cakes and Moonlight Sushi. **11.** Silent Auction: Oil Painting by local artist Dodie D'Oench Ruimerman, Framed print from Deb Hagar, Custom Pet Photo by Isabelle, Case of Wine from Rogene and Stew Gillmor, "RubyBelle Vineyard," Wine basket from Lorraine Riess. **12.** Opportunities to take home gift certificates, flower arrangements, gift baskets. **13.** Posters finalized soon. **14.** Need people for set-up, serving and clean-up and need 2 parking assistants.

SECRETARY'S REPORT: 1. Minutes of February 26, 2019 were approved with one correction. Myra/Lorraine. 2. Three thank you letters from the staff were passed around for everyone to read.

PRESIDENT'S REPORT: No report

DIRECTOR'S REPORT: 1 Tom's request for DonorPerfect software at a cost of \$90 a month to aid in handling donations, was approved. Carl/Lynne. There will be a 30 day free trial and continuation if the software works. 2. Tom will give a presentation at the Senior Center on BML renovation and take a sample brick and Food for Thought poster on 3/27. 3. The FY 2020 budget request to the town was denied with flat funding recommended by the Board of Finance. The Board decided not to appeal this decision but to try again next year. 4. Cameras will be placed in the library facing each parking lot and another one in the former Book Nook area now the teen section.

FRIENDS: 1. The two weeks since the fundraiser mailings have resulted in receiving \$2,740. 2. The launch of the new Book Nook (which was moved to the former teen section) will be April 6th. 3. Next meeting will be March 28 at 10:30 and will include discussion of book bags for children getting their first library card, the Food for Thought fundraiser and a used book scanner.

NOMINATING COMMITTEE: No report

PERSONNEL & POLICY: No report

STRATEGIC PLAN: Lynne is waiting for more feedback.

BUILDING & GROUNDS: 1. Process is 6 to 7 weeks behind due to drain issues so specifications aren't ready for Whitney. 2. The driveway will go in before the parking lot with further considerations needed on fencing and shrubs.

INTERIOR RENOVATION: No report

DEVELOPMENT & PLANNING: 1. Committee met on March 12, 2019 and worked on the upcoming fundraiser, Food for Thought - A Taste of Haddam and Beyond (see public comment- Doreen's presentation). 2. The next meeting is March 28th at 7:00 P.M. at the library.

CAPITAL CAMPAIGN: 1. No meeting but the committee is considering new ideas and information from their new member, Rosie Connor. 2. These ideas include a River Quest boat trip and a '20s themed cocktail party. 3. The committee has two possible vendors for engraved bricks.

BUDGET/FINANCE: (See Director's report #3)

UNFINISHED BUSINESS: None

NEW BUSINESS: None

Meeting adjourned at 9:29 P.M.

The next meeting will be April 23, 2019 at 7:00 P.M.

Respectfully submitted:

Alma Zyko, secretary

(Approved as presented)