

Minutes  
LYME PUBLIC LIBRARY  
Board of Directors Meeting  
Dec. 10, 2015

Present: Judy Lightfoot (Chairperson), Theresa Conley (Lib Director), Jim Benn, Jerry Ehlen, Chuck Lynch, Susan Cole, Jack Sulger, George Willauer, Janis Witkins and Mary Mazur (Friends).

1. **Call to order** – Judy called the meeting to order at 5:03 pm.
2. **Secretary's report** - The minutes from the October 14 meeting were reviewed. Jerry Ehlen moved to accept the minutes. This was seconded by Susan Cole and the minutes were accepted.
3. **Treasurer's Report for Period ending 10/31/2015**  
First Selectman Ralph Eno will get back to us concerning the status of the Trust Fund. Apparently we were budgeted for \$5,000 and have gone over. Theresa was under the impression that there was \$7,000 budgeted for the Trust Fund. There is still grant money in the Trust Fund for children's programming and furniture that should be spent this year.
4. **Library Director's Report** – Theresa had a very positive report on the status of the library. The number of library card holders has increased to 1,225; circulation is good although October was a little slower. Attendance has been very good in the library. Children's programs are held weekly and there is an Arts and Science monthly program. The three meeting rooms are used quite often and attendance at workshops is very good. Unfortunately services from the State Library have been reduced. The State Library budget has been cut. ICONN databases for newspaper access will be cut. A new statewide library catalog has been delayed and interlibrary loans are taking more time. Theresa also reported that there are problems with the projector in the meeting room when used with guest computers. Several music CD's are missing as well as the "Game of Thrones". Other than that, things are going well. There was a move by Jim Benn to accept the report and a second by Jack Sulger. The motion passed.

5. **Lyme Public Library Foundation** – George Willauer reported on the status of the foundation funds. Currently the balance is \$951,423. The Foundation recently held a reception for potential donors.
  
6. **Committee Reports:**
  - A. **Building & Grounds** – Chuck Lynch reported that we are continuing to review various clocks for the library: a 16 inch clock for the main library (over the meeting room window), a 20 inch clock in the Children’s Library (on the wall over the librarian’s desk) and a 10 inch in the large meeting room. There was consensus on which 10 inch clock to get and more research will be done for the other clocks. It was also noted that the two larger clocks will have a rust-colored frame to match the hanging ceiling lights.  
The signs for Town Hall and Library are in progress. Poles have been installed as one enters the campus area: on the left for Town Hall and on the right for the Library. This a change in the assumption that the signs would be installed outside the stone walls along the road.
  - B. **Newsletter** – There was no report due to Holly’s absence, but it was agreed that the most recent one was very informative and attractive.
  - C. **Technology** – Jim Benn and Theresa reported on a number of issues. The firm “Computer Works” in Salem has been bought out by “EverNet Consulting, LLC” which has 24 hour service seven days a week. Our contract is good until June. There will be a meeting in January to evaluation our network and give us an estimate of what to budget for FY 16/17. Theresa mentioned that we should find a way to make our web site compatible with mobile devices.
  
7. **Trust Fund** - Jack Sulger and Theresa attended a Selectmen’s meeting with Ralph Eno, Steve Mattson and Parker Lord. Unbudgeted expenditures over \$20,000 must be approved at a town meeting. Lower amounts go to the Finance Committee. Building management and Utility costs will be included in the Selectman’s budget beginning in FY 16/17. It was suggested that a meeting be held involving key library groups: Friends, Endowment and Library Board.
  
8. **Friends of the Library** – Friends met on Dec 7 and plan to meet again Jan. 11 at 3:00

9. **New Business** – FY 2016/17 is under consideration. Income anticipated from the Trust Fund and fund raising will be reviewed.
10. **Adjournment** – There was a motion by Jim Benn to conclude the meeting; this was seconded by Jack Sulger and approved by the board. The next meeting is scheduled for Jan 27 at 5 pm.

Respectfully submitted,

Chuck Lynch  
Secretary pro tem