

THE LYME PUBLIC LIBRARY

Board of Directors' Meeting

May 25, 2016

Meeting Minutes

1. Call to order. The meeting was called to order by the president, Jack Sulger, at 5 p.m. In attendance were Sue Cole, Jerry Ehlen, Chuck Lynch, Jim Benn, and George Willauer. Also, Theresa Conley, Library Director, and Janis Witkins from the Friends of the Library. Absent: Holly Rubino and Will Fiske.
2. Secretary's Report. Chuck Lynch made a motion to approve the minutes from the March 30 meeting. Susan Cole seconded. The minutes were approved.
3. The Treasurer's Report. Theresa explained possible misunderstanding about some figures, and said that in general everything is on track with the exception of fund raising. An over-budget item was the cost of ice dam prevention; other items were under budget. Theresa and Jack will consult before the end of the fiscal year to determine adjustments etc. related to the new library.
4. The Library Director's Report. Theresa said that among other things everything is going well. The staff is busy, circulation is steady, and the number of programs offered impressive. Weeding the adult fiction is underway. Efforts to establish a state-wide catalog are slow. On April 25th Theresa met with Ralph Eno, and they spoke by phone with Wendy Rego from the CT Education Network and got permission to extend the Nutmeg Network cable that currently ends at town hall to the library. If state bonding comes through the installation of this asset will be free.
5. Lyme Public Library Foundation. George reported that as of March 3, 2016 the endowment consists of \$984,068.85 and that to date the annual appeal has garnered \$27,951. Currently the Investment Committee is considering alternative money managers for the endowment.

6. Committee Reports

a. For the Building and Grounds Committee Chuck said that there are plans to place three clocks, one above the conference room, one in the meeting room, and one in the children's room. Jason Zelek has given an estimate of \$1350 to place a fixture in the dark corner of the library. There may be enough funds at the end of the year to cover this expense.

b. Newsletter Committee. No report except the newsletter was praised by all.

c. Technology Committee. Theresa supplied the relevant information. See above.

7. Friends of the Library.

In the absence of Mary Mazur, Janis Witkins announced that the Friends have 80 members. From its funds it has given an umbrella stand and a collapsible coat rack, and has approved the funds for outdoor patio furniture. Friends' budget includes \$3,000 for programs for the forthcoming year. The annual meeting will be held on June 4th. On June 16, 17, & 18 there will be a mini book sale, and on July 15th there will be a concert by the state troubadour, perhaps outside.

8. New Business

Jack proposed a change in the bylaws regarding the need to remove the treasurer as director in Article III Section 1 and Article III Section 9. After discussion Jim Benn made a motion to accept the change, Jerry Ehlen seconded. The change was approved.

Jack announced that work was progressing on the job description for the library director and that he was working with Theresa on an evaluation process including goals for the staff.

Jack announced that the Selectmen have approved the election of Diana Fiske to serve as Secretary to fill the unexpired term of Judy Lightfoot who has retired. Jim Benn moved to elect Diana Fiske to serve as Secretary. Jerry Ehlen seconded. The motion was approved by vote. Meanwhile Will Fiske will retire and be replaced.

George announced that he has been asked to continue the effort started by Judy and Dick Lightfoot to collect paintings of living Lyme artists. After discussion regarding criteria for acceptance and placement in the Library it was agreed that Jack would assume responsibility for this task with the assistance of George. Sue Cole recommended that the paintings of Nancy Roche be included.

A list of fund raising events sponsored by the library from 2005 to the present with proceeds going to the Trust Fund was distributed. Regarding future fund raising efforts Jack asked where the proceeds should be placed: In the Trust Fund or at the Endowment. Jack then asked for volunteers to serve as a committee to answer this question and determine what kind of event the library could sponsor. Jim Benn made a motion that the Library plan a fund raising event to be held in 2017 with the request that the Foundation sponsor it with the support and participation of the Library Board. Jerry Ehlen seconded. The motion passed.

Chuck Lynch made a motion to adjourn the meeting. Jerry Ehlen seconded.

The next meeting is scheduled for 5 P.M. Wednesday, July 27, 2016.

Respectfully submitted,

George Willauer,
Secretary, pro tem