

EAST LYME PUBLIC LIBRARY  
MINUTES of the BOARD of TRUSTEES MEETING  
March 6, 2017 at 7:30 p.m.

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Recorded Mar 16 20 17  
AM  
11:00 PM Lesley A. Blais  
East Lyme Town Clerk

**Members Present:** T. Borden, P. Carey, H. Cheeseman, M. Dunphy, A. Fisher, M. Helms, J. Hoyer, L. McIlhenny, A. Mishra, R. Morrill, S. Moss, R. Patmore, C. Peterson, B. Skinner, L. Timothy, and C. Weber. Guests were A. Johnson and M. Nickerson.

**Call to Order:** President Holly Cheeseman called the meeting to order at 7:30 p.m.

**Delegations from the Public:** Anna Johnson, Director of Finance for the Town of East Lyme, gave a presentation on the two pension plans offered by the town, only one of which (Defined Benefit) is used by qualified library employees. Any new employees from now on would only be offered the Defined Contribution Plan instead. Currently there are eleven library participants in pension plan, six of which are vested.

Mark Nickerson, East Lyme Selectman, discussed many projects that are currently in the works. A bandshell is scheduled to be erected next to the Pavilion, looking out towards the water. It is anticipated that there will be a ribbon cutting for the bandshell on Memorial Day weekend. The area which used to be the Mobil Gas Station will be demolished. Once the area is cleared of any contaminants, it will be covered with grass. A final resolution has not been reached regarding the construction of permanent bathrooms at Cini Park. The proposed Costco store project is awaiting approval from the state department. Once that project begins, the store is not expected to be open for business until the end of 2018.

**Secretary's Minutes:** Minutes from the meeting of January 9, 2016 were mailed to each trustee. Corinne Weber corrected on page two, **Committee Reports: Publications.** The sentence should read "Corinne Weber reported that she put a display of library publications along with a listing of the current publications for sale, and welcomes any suggestions for future publications." Loretta McIlhenny moved that the minutes be accepted as corrected. Seconded by Rosemary Patmore. Motion passed.

**Treasurer's Report:** The Treasurer's Report (for eight months ending February 28, 2017) was mailed prior to tonight's meeting. Lisa Timothy said that the budget figures are where they should be. Barbara Skinner moved that the Treasurer's Report be accepted. Seconded by Abe Fisher. Motion passed.

**Director's Report:**

Lisa gave her report as follows:

- \$28,000 has been cut from the "needs" FY18 budget. If that cut remains intact, then the library will have to be closed on Sundays next year and the materials budget would be cut by \$12,000. A Board of Finance meeting is scheduled for March 29 at 6:30 p.m.
- Lisa stated that she, Tara, and Abe have called the references for all three firms that have submitted proposals to be the consultant for the Strategic Planning process. All of the calls yielded positive responses. A firm will be selected by the middle of March. She also noted that the library is in the running for a Community Foundation of Eastern Connecticut grant to pay for some of the strategic planning.
- Regarding deliverIt (state interlibrary loan delivery system), Lisa mentioned that the state is considering a "hybrid" system where the material would be delivered to hubs and then a private contractor (or representatives from each library) would go back and forth to drop off and pick up material. This item will be discussed at the next State Library Board meeting on March 27<sup>th</sup>. The nonfiction restriction has not been lifted, and there is still a limit of six requests per patron.

- The Foundation bus trip this year will be held on Wednesday, June 28 and will include a visit to the Yale British Art Museum, lunch at Harvest Farm to Table Restaurant, and an afternoon visit to the Yale Art Gallery. Cost of the trip will be \$65 and tickets will be available to purchase at a later date.
- Alan Hagyard, Director of LION for the past ten years, will retire on June 30<sup>th</sup>. Lisa will serve on the search committee.
- The new shopping cards have arrived and are quite popular.

**President's Update:** Holly is now dividing her time between her position as a State Representative in Hartford, President of the Library Trustees, as well as her position with the Children's Museum. So far, so good.

**Committee Reports:**

- **Administrative/policy** – Nothing to report.
- **Personnel:** - Nothing to report
- **Public Relations:** - June Hoyer passed around an article on library passes which recently appeared in the news.
- **Nominating:** - Next year we will have three vacancies on the board. The board is asked to keep this in mind, and also the fact that it would be good to have a lawyer on the board.
- **Budget:** - Board members are encouraged to support the library budget by attending the Board of Finance meeting March 29<sup>th</sup> at 6:30 p.m.
- **Publications Committee** – Nothing to report.
- **Executive:** - Nothing to report.
- **Strategic Planning Committee:** Will be meeting this month to decide on a consulting firm.

**Old Business:** Regarding the QuickBooks to Sage conversion, there will be a period of time in the beginning (end of March) when both systems will run at the same time.

**New Business.** The ACLB membership is coming up for renewal, and Lisa asked that if any Trustees are interested, to let her know.

The disbursement from the Eastern Ct Community Foundation (\$5,700) has matured and has been put in reserve for now.

Lisa would like the formation of an Intellectual Freedom / Censorship Committee and has asked for volunteers. Marilyn Dunphy and Patricia Carey volunteered.

**Date of next meeting:** Monday, May 1, 2017, 7:30 p.m.

There being no further business, June Hoyer moved that the meeting be adjourned at 8:15 pm. Steve Moss seconded the motion. Motion passed.

Respectfully submitted,

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Molly A. Helms, Secretary