

Sept 26 20 17 AT 1:40 AM/PM

EAST LYME PUBLIC LIBRARY
 MINUTES of the BOARD of TRUSTEES MEETING
 EAST LYME TOWN CLERK
 September 11, 2017 at 7:00 p.m.

Members Present: T. Attanasio, T. Borden, P. Carey, H. Cheeseman, J. Dugan, M. Dunphy, A. Fisher, E. Gong, M. Helms, L. Hobby, D. Jacobs, R. Morrill, R. Patmore, C. Peterson, L. Timothy, C. Weber, and M. Zamarka.

Call to Order: President Holly Cheeseman called the meeting to order at 7:02 p.m.

Delegations from the Public: None.

Secretary's Minutes: Minutes from the meeting of May 1, 2017 were mailed to each trustee. Jack Dugan moved that the minutes be accepted. Seconded by Abe Fisher. Motion passed with abstentions from Marilyn Dunphy and Tony Attanasio.

Treasurer's Report: The Treasurer's Report (cumulative through August 30, 2017) was mailed to each trustee. The Operating Budget in a more user friendly format was distributed. Lisa Timothy said that the budget was "on target". Creig Peterson moved that the Treasurer's Report be accepted. Seconded by Patricia Carey. Motion passed.

Director's Report:

Lisa gave her report as follows:

- **Strategic Planning:** The first public workshop happened on July 19th, and is discussed more under **Committee Reports**.
- **deliverIt (book transportation system):** The state has begun a service delivering 3 bins a day, several days a week, and the LION Consortium plans to deliver unlimited quantities of books between LION libraries on September 18th. More information under **Old Business:** C-Car delivery update.
- **Annual Fund Drive:** Lisa was pleased to announce that the Annual Fund Drive is ahead of where we were at this time last year.
- **Membership Request from High School Student:** Lisa mentioned that Elizabeth Gong, a junior at East Lyme High School has submitted a request to serve on the Board of Trustees. Motion below under **Committee Reports: Nominating**.
- **Two new employees:** Two new reference subs, Karyn Leahy and Cassandra Skobrak, have been hired to cover shortages at the reference desk.
- **Outreach.** Lisa is the public library representative on the state library **eAdvisory Task Force**, and has also joined the committee to revive the planetarium at the high school.
- **New Link.** There is a new link on the library's web page that describes the **library's publications**. Lisa has applied for a **digital archiving grant**. This would allow archiving East Lyme's participation on the internet.
- **October Foundation Trip:** The Foundation is still considering an October 18th bus trip to the Yale art museums.

President's Update: Holly mentioned that she is still looking for someone to chair the Public Relations Committee. Lois Hobby said she will consider the possibility.

Committee Reports:

- **Administrative/policy** – Nothing to report.
- **Personnel:** - Nothing to report.
- **Public Relations:** - Nothing to report.
- **Nominating:** - Holly Cheeseman nominated the name of Elizabeth Gong to serve as a board member. Seconded by Corinne Weber. Motion passed.
- **Budget:** - Nothing more to report.
- **Publications Committee** – a new chair of this committee needs to step forward as well. Regarding the “York” project, a draft history of York is being written.
- **Executive:** - Nothing to report.
- **Strategic Planning Committee:** The results from the first workshop were sent to all trustees. This includes an extensive list of brainstorming ideas gathered at the workshop. The second workshop will be held October 4th. Twenty have signed up so far; Lisa is hoping to have more signed up. She plans to contact RoseAnn Hardy to see if there are any students who would be able to participate. Marilyn Dunphy asked if we planned to take action on all of the suggestions. Lisa explained that the workshops are just to brainstorm. The work will come when the list is winnowed down to a manageable size. It is proposed that a draft of the workshop findings will be available at the first of the year.

Old Business: DeliverIt continues to be a work in progress. The LION delivery system is costing the participating LION libraries \$50,000 which is being paid out of reserve funds. It is hoped that the LION delivery plus the limited state system will bring the East Lyme library back to the functional levels of delivery we had a few years ago. Also, as of September 18th, there will be no limits on the number of holds a patron can place and new books will again be circulated between LION libraries.

Tara reported that the library hosted a successful eclipse day. There were between 30 and 40 attendees, and a live stream was in progress during the day. She also reported that a first grader brought a pin-hole viewer she made out of a cereal box, and all attendees shared viewers and glasses.

New Business. None to report.

Date of next meeting: Monday, November 6, 2017

There being no further business, Marilyn Dunphy moved that the meeting be adjourned at 7:31 pm. Richard Morrill seconded the motion. Motion passed.

Respectfully submitted,

Molly A. Helms, Secretary