

FILED
July 18 2022 AT 12:00 AM/PM
EAST LYME TOWN CLERK

EAST LYME PUBLIC LIBRARY
MINUTES of the BOARD of TRUSTEES MEETING
July 11, 2022 following Annual Meeting

Present: P. Arnold, D. Berry, N. Bolineni, T. Borden, A. Doak, A. Fisher, L. Fitzgerald, C. Giamalis, S. Guida, C. Hayes, D. Jacobs, M. Helms, L. Hobby, D. Jacobs, S. Luber, J. Makiaris, L. McIlhenny, A. Santoro, L. Timothy, and P. Velcofsky.

Call to Order: President, Larry Fitzgerald called the meeting to order at 7:25 p.m.

Secretary's Minutes: Minutes from the meeting of May 2, 2022 will be sent to each trustee, and will be voted on at the next meeting in September.

Treasurer's Report: The Treasurer's Report (cumulative through June, 2022) was covered in the Annual Meeting.

Director's Report:

Lisa gave her report as follows:

- **Annual Library Audit:** Two potential firms were interviewed and the firm of Hoyt, Filippetti and Malaghan is the new auditor. Tara and Lisa will begin working with them on the audit for FY22.
- **Library Hours:** The library is now open until 8 pm Monday through Wednesday, and with the budget in good shape, the library will be open on Sundays throughout the winter. The June door count for the library was 5,456.
- **Staffing:** Radha Thanabal has retired and a reception was held to honor her time with the library. It was very well attended and on behalf of the board, Dave gave her a coffee table book from the trustees. A staff development day will not be held until Radha's replacement has been hired.
- **Censorship:** The Colchester library has been challenged on censorship. While nothing has happened here in East Lyme, the library staff has been trained on how to handle such a situation.
- **Renovation:** A recent donation of \$5,000 from the estate of Norm Davis has been used to purchase a mother and child computer workstation which will be placed in the children's room. Rebecca has solicited wall artwork from local artists to accompany this new feature. John Makiaris has arranged for the donation of a beautiful antique conference table and chairs for the reading room. Lisa thanked John for this lovely addition. A local architect has provided (pro bono) plans for a new conference room and two small offices in place of part of the closed stacks. Planning for the conference room is under way. The expensive and complicated hurdle of removing part of the closed stacks will take more time. A feasibility plan to expand the community center is in the works and this study is paid for by the Town American Rescue Plan funds.
- **Staff:** Tara and new staff member, Kathryn Brubaker, are hosting a weekly table at the Niantic Farmers Market. They hope to reach members of the community that might not be aware of all the services the library has to offer. Kathryn also has ties to the Care and Share Food Program in East Lyme and plans to provide outreach to new library users. Several staff members and one board member attended the Connecticut Library Association Conference and Lisa attended the National American Library Association Conference.
- **Annual Fund Drive:** The Annual Fund Drive will be mailed out in August.
- **Storybook Trail:** Rebecca will launch the latest story on East Lyme Day by leading the first tour.
- **Patron Privacy Policy:** Lisa and Mark Zamarka will have a policy to reveal to the board in September.
- **Foundation:** The Foundation has updated its website.

- **President's Comments:** Larry thanked the board for entrusting him with the President's position. He gave a shout out and thank you to Dave Jacobs for all the years he has served the Board of Trustees, and particularly for the time he served as its president. Larry also commended the staff for taking the library through the Covid shut down, and now into a "post-Covid" position.

Committee Reports:

- **Administrative/policy** – Nothing to report.
- **Personnel:** - Nothing to report.
- **Public Relations:** - Nothing to report.
- **Nominating:** - Covered in annual meeting.
- **Budget:** - FY23 handed out at annual meeting.
- **Publications Ad Hoc:** – Nothing to report.
- **Strategic Planning Ad Hoc:** Nothing to report.
- **Social Justice Ad Hoc:** Nothing to report.

Old Business:

- **Historical Museum:** This is scheduled to open in the Spring of 2023.
- **125th anniversary of the library this November:** Ideas of how to commemorate this occasion are welcome.
- Dave Jacobs thanked Christine Giamalis for her contributions to the trustees for retyping the bylaws in Microsoft Word.
- Dave also mentioned that since the millstone which was originally placed at the original site of the East Lyme Library cannot be moved, a plaque will be installed at its location for historical reference. This stone was placed by Fred Beckwith in 1921.

New Business: None.

Date of next meeting: Monday, September 12, 2022 at 7:00 p.m. (First Monday is Labor Day)

There being no further business, Dave Jacobs moved that the meeting be adjourned at 7:40 pm. Platt Arnold seconded the motion. Motion passed.

Respectfully submitted,

Molly A. Helms, Assistant Secretary