

**EAST LYME PUBLIC LIBRARY**  
**MINUTES OF THE BOARD OF TRUSTEES MEETING**  
September 11, 2023, at 7:00 pm

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EAST LYME, CT

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**Members Present:**

P. Arnold, K. Bolineni, K. Fargo, A. Fisher, L. Fitzgerald, C. Giamalis, C. Hayes, M. Helms, D. Jacobs, S. Luber, J. Makiaris, A. Santoro, L. Timothy, and P. Velcofsky,

*Christie Hayes*  
TOWN CLERK

**Call to order:** President Larry Fitzgerald called the meeting to order at 7:01 pm.

**Delegations from the Public:** None.

**Secretary's Minutes:**

Dave Jacobs made a motion to accept the minutes of the previous meeting. Christie Hayes seconded. The motion was accepted.

**Treasurer's Report:**

John Makiaris reported that finances are up-to-date and in good shape. Lisa Timothy indicated the initial response to the Annual Giving Campaign was not ahead of last year but that the library had received a lot of matched donations. Peter Velcofsky stated that the Library had received the bequest from the Hall Estate and that it had been invested in a Certificate of Deposit.

**Director's Report:**

Lisa reported that there was a significant increase in children's summer reading from last year, with many families coming in and card sign up well above average. She informed the Superintendent of Education of the substantial increase in summer reading activity. Adult summer reading was about the same as last year. The new conference room continues to be in great demand, and the Library is currently short-staffed, particularly on weekends. Organization of archival documents is continuing and the library will create a process for accepting donations, borrowing, who owns the archives, etc. The Library is also working on a disaster plan for archival documents and on a grant regarding genealogy notebooks. The Library will be participating in the Connecticut Library Consortium's winter cohort of Connecticut libraries for developing a strategic plan. The resulting strategic plan would provide an added benefit since the Library needs to have a strategic plan in place in order to be eligible for state building grants. Lisa is seeking 1-2 board members to participate and serve on the Strategic Committee, and anticipates that the strategic plan would be in place by next summer. Finally, Lisa spoke with the architects conducting the Community Center feasibility plan. They are looking at small, medium and large renovations, how much square footage is needed for each and how much each one will cost, and are drawing preliminary plans. A small renovation would involve strictly interior renovation. A medium renovation would include the construction of a second floor, and a large renovation would include the construction of a second floor plus additional expansion into the parking lot. They will also be conducting a building assessment.

**President's Update:**

Larry noted the ongoing collaboration among libraries across the country with local news organizations, given that their respective goals are closely aligned and they share the common mission of making information accessible and safeguarding the public trust. He mentioned that some towns have lost their local newspapers, so libraries have stepped in to create news weeklies. It also provides an outlet for stories centered around local history that speak to our older generations but that aren't necessarily of interest to print. To that end, there

have been workshops engaging middle school and high school students interested in journalism to work on these stories of local interest. Christie Hayes remarked that UConn have been involved in doing things with The Day, and Steve Luber mentioned that East Lyme High School has a robust newspaper so that might be someone to reach out to.

#### **Committee Reports:**

- Administrative/policy: No Report.
- Personnel: No Report.
- Public Relations: No Report.
- Nominating: Dave Jacobs introduced Katie Fargo, whose resume had been distributed to the Board, for election to the Board. Dave Jacobs moved that the Board vote on Katie Fargo to fill one of the vacancies on the Board of Trustees. Platt Arnold seconded the motion. The motion passed.
- Budget: No Report.
- Publications Committee: No Report.
- Strategic Planning Committee: No Report.
- Social Justice Committee: The Library is co-sponsoring Nehantic Heritage Day at McCook Park on September 30th.

#### **Old Business:**

- a. Feasibility Update: already discussed in the Director's Report.
- b. Intellectual Freedom challenges: The Connecticut State Library sent out guidelines to libraries, which libraries must follow in order to receive money from the State. One of the guidelines requires the Library to post its challenge form online, so it is necessary to incorporate it into the Library's collection development policy, which requires a vote by the Board of Trustees. There was discussion on the floor about the process for handling a completed challenge form and for eventually amending the challenge form to reflect that process (once determined). Chris Giamalis moved that the Library incorporate the challenge form as currently composed into the collection development policy. Molly Helms seconded the motion. The motion passed.

#### **New Business:**

- a. Poster printer: the Library has a poster printer that will be made available to the public later this year. Lisa noted that is the only resource like this available to the public in East Lyme.
- b. Change in bylaws: Larry requested that the Administrative/Policy Committee look at and propose appropriate changes regarding the following items in the bylaws: (1) provide for an "on leave" option for board members (there currently isn't one); (2) review the current attendance policy for trustees, which is liberal and forgiving, especially for officers; and (3) review the nomination and election process for new Board members. Steve Luber and Chris Giamalis agreed to work with Dave on this.

Adjournment: Chris Giamalis made a motion to adjourn the meeting at 8:04 p.m. Platt Arnold seconded. The meeting was adjourned.

Date of next meeting: Monday, November 13, 2023, 7:00 p.m.

Respectfully Submitted,  
Christine Giamalis  
Assistant Secretary