

**EAST LYME PUBLIC LIBRARY  
MINUTES OF THE BOARD OF TRUSTEES MEETING  
November 13, 2023, at 7:00 p.m.**

**Members Present:**

P. Arnold, K. Bolineni, K. Fargo, T. Borden, C. Giamalis, A. Fisher, C. Hayes, D. Jacobs, E. Karanth, J. Makiaris, L. Timothy, L. Fitzgerald, M. Zamarka, and A. Santino.

**Call to order:** President Larry Fitzgerald called the meeting to order at 7:07 p.m.

Larry made changes in the agenda. They are as follows:

- 1) From Old Business: By Laws changes include: an “on Leave” option for board members, officers’ attendance policy, delegations from the public and new member election process? Moved under Administrative policy.
- 2) Archive policy discussion moved under New Business.

**Secretary’s Minutes:**

Larry Fitzgerald made a motion to accept the minutes of the previous meeting. Christie Hayes seconded. Ekata Karanth and Mark Zamarka abstained. The motion was accepted.

**Treasurer’s Report:** John Makiaris reported that finances are up to date, with additional funding anticipated from the Hall estate. Lisa added Foundation donation went up to \$89,000. John added FY 2024-2025 budget is all done.

**Delegation from the public:** None.

**Director’s Report:**

- Lisa reported she has received a thank you note from Loretta McIlhenny as Library Board members had sent a well wishes poster to her.

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- Lisa discussed with the board members about next year meeting dates. All the proposed meeting dates for the year 2024 scheduled are ok except November. Board members discussed on Proposed Meeting Dates 2024 and finalized on Tuesday November 12, 2024. Platt Arnold made a motion to change the Proposed meeting dates 2024 to Tuesday, November 12, 2024, and other meeting dates as proposed. Christie Hayes seconded. Motion approved.

### **President's Update:**

- Larry started with congratulating Tara Borden for her new job.
- A report from American Library Association discussed on how Gen Z and Millennials use public libraries, especially noting that, though that cohort does not identify as readers, 54% of them do visit libraries. Larry will share the report to the Board members.

### **Committee Report:**

- Administrative policy:  
By Laws changes include: An “on leave” option for board members, officers ‘attendance policy, delegations from the public and new member election process: Dave, Christine, Steve met in September to discuss making changes and addition to the By Laws. Platt Arnold made a motion to accept the Amended and Restated Bylaws of East Lyme Public Library, Mark Zamarka seconded. Motion approved.
- Personnel: Lisa said she has created a search committee for the post of Assistant Director. Dave, John and Christine volunteered. Lisa added she hired a full-time employee Emery Viteri, who will start from November 27<sup>th</sup>.
- Public Relation: No Report.
- Nomination: None

- Budget: Draft of FY 2024/2025 has been submitted with 3.2 % overall increase.
- Publication Committee: No Report
- Strategic Planning Committee: Lisa briefed on Strategic planning initiatives, including potential funding up to \$2 million from the State Library. Library is due for new Strategic plan this year, this year Connecticut library are offering cohort which will help individual libraries and boards to develop their own strategic plan for the cost of \$5,000. The committee must have library employee and board member. Lisa requested any of the board member interested must talk to her.
- Social Justice Committee: No Report

- **Old Business:**

Feasibility update: Lisa briefly updated about the drawing for expansions of the East Lyme library.

Intellectual Freedom reconsideration for process: Dave, Katie and Platt are helping Lisa for Intellectual freedom reconsideration process.

**New Business:**

Sexual assault issue:

Lisa informed two incidents: A senior gentleman's inappropriate behavior towards Tara Borden at her office and a teenager's misconduct in the children's area. The older gentleman has been banned from the library; the teenager has not been identified but will be banned if and when he is identified.

Weekend custodial coverage: Lisa discussed the impact of budget cuts on weekend custodial coverage. The matter will be presented to the new Board of Selectmen and Board of Finance in January 2024.

Archive policy discussion: Lisa said East Lyme History Collection and Archives Collection Management Policy is the collaboration between East Lyme Public Library and East Lyme Historical Society. She added all the forms are up to date. Lisa said an East Lyme resident contacted the library to donate antiques like diaries, photos etc. She added library found Ledgers, old maps, old year books.

Adjournment: Platt Arnold made a motion to adjourn the meeting at 8:17 p.m. Christie Hayes, seconded. The meeting was adjourned.

Date of next meeting: Monday, January 8, 2024, 7:00 p.m.

Respectfully Submitted  
Ekata Karanth  
Secretary