

EAST LYME PUBLIC LIBRARY
MINUTES of the BOARD of TRUSTEES ANNUAL MEETING FILED IN EAST LYME
July 7, 2014

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Holly Cheeseman
EAST LYME TOWN CLERK

Next Annual Meeting: July 6, 2015 at 7:00pm

Next Bi-Monthly Regular Meeting: September 8, 2014 at 7:30pm

Present: J. Boyle, H. Cheeseman, L. Hobby, J. Hoyer, D. Jacobs, J. Makiaris, R. Morrill, C. Peterson, B. Skinner, L. Timothy, T. Borden, M. Walsh, C. Weber and L. McIlhenny. Board nominee Molly Helms and student nominees Akash Mishra, Carlie Biondi and Kevin He were also present.

Call to Order: President Dave Jacobs called the meeting to order at 7:03pm.

Delegations from the Public: None present.

Secretary's Minutes: Minutes from the previous annual meeting of July 1, 2013 were examined. Creig Peterson moved that the minutes be accepted. Seconded by Richard Morrill. Unanimous voice approval. Holly Cheeseman and Loretta McIlhenny abstained.

Treasurer's Report: Associate Treasurer John Makiaris reported that fiscally, we ended the year in good shaped as well as having done well during the most recent budget process for this next year. Dave Jacobs thanked John for the report and reminded everyone that John has now completed his third three year term on the Board. He thanked John for his service, calling him a valued, hard working member.

Director's Distribution of any Necessary Documents: Lisa Timothy referenced the end of FY 2014 library budget document included in the member's packet and also distributed an Expected Revenue/Operating Budget for FY 2015, the Annual Fund Drive end of FY 2014 Budget and a comparative Annual Fund Drive Report covering the FYs 2012 through 2014. Creig Peterson asked what the accruals are in the Accrued Leave Reserve line item (Act. # 29602) in the FY 2014 library budget. Lisa and Mary Walsh explained it as an accumulation of expenses (paid leaves, vacations, etc.) that the library has recorded, but not yet spent. He also asked what Microforms (Act. # 51201) are and how often they are used (accessed). Lisa explained that they are mostly periodicals such as the NY Times, the NL Day, Congressional Record, etc. and that they are accessed a few times each month.

Committee Chairman, Annual Reports:

Administrative Policy: Nothing to report.

Personnel: Creig Peterson reported that the library has hired a new Children's Librarian, Rebecca Hickman. She will start on August 25th.

Publishing: Corinne Weber reports that there are no new books in mind for publishing and that previously discussed plans for hosting a reception/book signing for Caroline Zinsser are still tentative. Budget: Lisa Timothy, referring to the Revenue/Operating FY 2015 budget document, reported that the expected revenues are pretty solid for this fiscal year. Operating wise, there is an increased cost for being open an extra hour this year. Otherwise, not a great deal of change... decided to forgo subscribing to streaming video this year... e-magazine subscriptions will stay intact... East Lyme Library Foundation donation will be about \$1,500 more than last year.

Mary Walsh asked Lisa about the Community Foundation of Eastern Connecticut's yearly donation to the library. Lisa stated that it does not appear in the budget because she had decided on the option to re-invest it for this FY 2015. Mary suggested that when it is time again for such a yearly decision (usually in March) the Board should have the opportunity to discuss it. Holly Cheeseman suggested that the donation be put on the Board's January agenda. Lisa agreed.

Creig Peterson asked who is covered by Life Insurance (Act. # 57801). Lisa answered that all Full Time employees are covered.

Public Relations/Promotions: June Hoyer reported that she plans to interview our new Children's Librarian, Rebecca Hickman, and have it published in the Lyme Times weekly newspaper.

Executive: To be discussed during the regular bi-monthly Board meeting to follow.

Nominating: Holly Cheeseman, with great pleasure, placed the following names of five new Board members in nomination, moving that they be accepted by the Board: Molly Helms, Anthony Attanasio and student representatives Akash Mishra, Carlie Biondi, and Kevin He. The motion was seconded by Corinne Weber. Unanimous voice approval.

Adjournment: Loretta McIlhenny moved that the 2014 Annual Meeting be adjourned. Seconded by Kevin He. Meeting adjourned at 7:32pm.

Next annual meeting: July 6, 2015 at 7:00pm.

Respectfully submitted,

Jerome F. Boyle, Secretary