



Public Library of New London
Minutes of Board of Trustees Meeting
January 17, 2012

1. Call to order: The meeting was called to order by President Daneen Roth at 4:10 PM.
 2. Roll Call: G. Angell, J. Briddell, M. Doherty, J. Esposito, E. Gerity, W. Hannaford, D. Hersant, S. Maryeski (Director), B. Willoughby, M. Passero & Marie Freiss-McSparran (City Council Representatives), David Miceli Auditor, and guest Debbie Phillips. Absent/Excused: E. Garcia-Gonzalez, J. Gonzalez.
 3. Auditor's Report: David Miceli presented an Audit of Financial statements to the Board and City Council Representatives. It is a clean opinion, meaning that all facts and figures are in good financial order with attention to detail. The segregation of duties is good so that there are many checks and balances thanks to David Hersant, Treasurer, Susan Henderson, Bookkeeper and Suzanne Maryeski, Director. He recommended that investment policies should probably be expanded.
- The Friends' donation to the library is unrestricted and goes into general funds. Unrestricted funds can be used as the Board directs.
4. Minutes: J. Esposito MOVED and G. Angell SECONDED. Minutes accepted as presented.
 5. Reports:

a. Director's Report:

1. Chelf Trust settlement is to be signed by the Director.
2. Mayor Finizio is scheduled to come for a tour of the Library.
3. Another library is using a PA system to play classical music; they claim that it has decreased the number of behavioral issues in their library.
4. New front doors are to arrive next week.
5. CDBG : first estimate to redo the repair of the front steps was received for \$22,000.
6. Community Foundation check for 26K for the second year of Love Our Libraries Grant was received. Funds will be used for a microfilm reader, a book drop for the circulation, and a redesign of the Library Web page.

Question raised by B. Willoughby : What are we doing to raise more money for the ASPIRE Program? This will be discussed by the Grants committee. The Board recommended buying a walkie talkie to keep in touch with the security guard.

b. Treasurer's Report: See report. We are 6 months into the fiscal year and 46% of funds have been expended. The report provides for a year to year comparison of functional expenses and city grants. (Question posed by guest and answered: the City provides 80% funding; the Library is expected to raise the remaining 20%). We must have a designated source of income to come up with this 20%. We need funding we can count on and be able to close the budget gap. Investments are volatile. Wednesday there will be a "training session" by the City of New London to develop a budget and how to use the software the City uses. City: Jeff Smith, Finance Director.

c. Development: G. Angell, B. Hannaford, and D. Roth will make up a committee for fundraising. An envelope can be posted on-line for giving.

d. Grants: Grants need to be written, especially for the ASPIRE Program.

e. Building and Grounds: Two estimates have been received. Both estimates need to be itemized so that comparisons are understandable. The two companies submitted so far are C&M and Duncklee. Yankee Gas: Gas line has to be brought in from the street to the Library and there are supposedly there are funds available to institutions to aid with the project. This will be explored by the Building and Grounds Committee.

f. Friends: J. Esposito reported that Bookworms fundraising is underway again. Letters have gone out. Response so far is good.

g. Policies and Bylaws: M. Doherty has provided copies to all members of the Board & City Council of the corrections/additions to the bylaws. D. Hersant MOVED, E. Gerity SECONDED. Bylaws Revisions accepted. SO MOVED.

h. Long Range Planning: D. Hersant suggested a Traveling Reading Story Hour, a mobile outreach to teach children K-8. Committee will study this.

There being no further business, the meeting was adjourned. D. Hersant MOVED, J. Esposito SECONDED. The meeting adjourned at 5:45 PM.

Respectfully Submitted:

Ethel Gerity, Secretary and Member of the Board of Trustees

Distribution

Board of Trustees

City Clerk (3)

Library Director

City Council Liason

Library Website: www.PLNL.org