



**Public Library of New London
Meeting of Board of Trustees
January 25, 2011, 4:00 P.M.
Draft Minutes**

*Next regular
meeting*

**Tuesday
February 15, 2011
4:00 P.M.**

1. Call to order at 4:10 PM by President Daneen Roth

2. Roll Call: Present: G. Angel, J. Esposito, E. Gerity, J. Gonzalez, D. Hersant, S. Maryeski, M. Passero, D. Roth, D. Miceli, (Accountant with Doherty Beals and Banks)
Absent/Excused: J. Briddell, M. Cibes, D. Cornish, M. Doherty, E. Garcia-Gonzalez

3. No Public Comments: Michael Passero, City Councilor welcomed. David Miceli Accountant welcomed for Audit purposes.

4. Minutes. E. Gerity MOVED, J. Esposito SECONDED. Minutes accepted as distributed.

5. Audit: Presented by David Miceli. The Audit ending June 30, 2011 was presented as a Clean Opinion that there were no instances of error or fraud and there was a segregation of duties. The statement of Financial Position is clear. Property and Equipment is stated "at cost" for depreciation purposes and depreciation is shown regularly. **There is NO management letter with criticisms of accounting practices.** E. Gerity MOVED, J. Esposito SECONDED. **Motion to accept Audit SO MOVED.**

6. Reports:

Director's Report: See attached document. Of Note:

-S. Maryeski met with Superintendent of Schools about having a summer reading list for students next year

-There are after-school programs every afternoon at the Library

-CDBG Community Development Block Grant application will be for new front doors to Huntington Street. They are in dire need of replacement both for security and weather reasons. The Citizens Action Committee will review the grant first on February 8 and D. Hersant will attend the City Council review of CDBG requests in S. Maryeski's absence on February 22.

-Need to revisit the charges for renting the community room for the "for profit" organizations. Use of the rooms have dropped by 50%. It was generally agreed that the \$25 fee be removed.

The SAT Test Preparation Program has had little use. We need to market it with the students by both notifying the appropriate schools and also preparing a slip to be distributed at the desk to high school students or their parents. Slips will be available at the desk.

Executive Committee: No Report

Personnel Committee: J. Esposito will provide the Board of Trustees with the updated Personnel Policies. The Director and the Staff wish to have Good Friday as a paid holiday. They currently have 10, this will make 11 paid holidays. J. Esposito MOVED, E. Gerity SECONDED that the policy be approved. SO MOVED.

Treasurer's Report: D. Hersant reported that we are on target for expenses and budget for the year. See report.

Fund Raising B. Willoughby reports that the Annual Giving is doing poorly. She requests that Board members make an effort to make their contribution. **It is suggested that the old format for the Annual Giving Letter go out to those who have not contributed again in late March, early April.**

Grants: See Directors Report re: CDBG.

Building and Maintenance: G. Angel reports that Park Ro Way has given an estimate for the new front doors to Huntington St.

Friends: No report

Policy and Bylaws: No report.

Long Range Planning: No report.

ADJOURNMENT: The meeting was adjourned at 5:45 PM at the agreement of the Board of Trustees.

Respectfully submitted,

Ethel Gerity, Secretary of the Board of Trustees

DISTRIBUTION

Board of Trustees City Clerk (3) Library Director City Council Liaison
Library website: www.PLNL.org