



Public Library of New London  
Board of Trustees Meeting  
May 15, 2012

The Board of Trustees of the Public Library of New London Meeting was called to order at 4:20 PM by president, Daneen Roth.

Present: G. Angell, M. Doherty, J. Esposito, W. Hannaford, D. Hersant, E. Gerity, D. Roth, B. Willoughby, Director S. Maryeski, and M. Freiss McSparran City Council Liason. Excused: J. Briddell, E. Garcia-Gonzalez, and J. Gonzalez (on Sabbatical).

Minutes: B. Willoughby MOVED, M. Doherty SECONDED acceptance of the Minutes. SO MOVED.

Reports:

a. Director's Report by S. Maryeski:

- City Council voted for a 2% reduction in the Library budget for next year, which means the Library would receive \$602,700 for FY 2012-13. This year's budget was \$615,000 and the Director had asked for \$645,000 for FY 2012-13.
- Tara Samul, Assistant Director and Head of Adult Services has resigned. She will be going to East Lyme Library, holding the same position but making considerably more in salary and much better benefits.
- New custodian, John Hernandez, was hired to work 12 hrs per week.
- Cleaning of the basement is still a work in progress—old computers stored in the basement have been brought to Best Buy to be discarded.
- Otis elevator is doing a major repair to the elevator going to the third floor.
- June 6<sup>th</sup> is the Grand Opening of the Non-Profit Resource Center. It is a new and needed service for citizens and the only one in the area.
- We continue to write grants for subsidy.
- Probate hearing scheduled for May 22<sup>nd</sup> at 3PM for the Estate of Mabel Bartlett, a generous contributor to the library.

- Shea Grant: the library has been awarded a grant of \$30K., which funds the library weekend hours.
- And \$3,670 has been awarded by Dime Bank to fund the Teen Program.

b. Personnel & Nominating: J. Esposito: The position of Head of Adult Services/Assistant Library Director will be advertised in-house for one week, with the salary of \$40,000. This position was previously filled in 2008 at \$48,000 and the salary for July 1, 2012 was to be \$50,458. The Director stated that \$40K is too low for an MLS degree position with the amount of responsibility this position demands. According to the Connecticut Library Association, the recommended salary for a beginning MLS position for FY 2012-13 is \$47,320 for a 35 hour week.

c. Treasurer's Report: D. Hersant states that expenses this month were \$63,800. And that we are operating within the parameter of the annual budget thus far. YTD spending is \$556,000. For further particulars see Treasurer's Report. Report will be placed on file.

d. Development: D. Roth will be setting the date for a meeting to begin organization of the annual giving.

e. Grants: B. Willoughby: Grants written are as follows: Chamber Grant awarded \$3,300 Dime Bank awarded \$3,600 and the Shea Fund awarded \$30K. Grants are difficult to come by and all the department heads are trying to write grants.

f. Building & Grounds: G. Angell reports we are waiting for the installation of the two new boilers. The Roof repair money has a time frame and the architect is holding up progress on this project. G. Angell will contact him once again.

g. Friends: J. Esposito: The Book Sale has garnered \$1500 on Saturday and books are still being sold. Citizenry has been purchasing less due to the economy. BOOKWORMS is starting again—please become a bookworm.

h. Policy & Bylaws: M. Doherty reminded the Board that a slate of officers must be chosen every two years on the even year. Personnel will meet to compose a slate of officers.

OLD BUSINESS: The Director presented the employees paid holidays for the year. It is her opinion that the employees be awarded another holiday, bringing the number of holidays to 12. This would match the number of holidays given to municipal staff in New London and the staff of all local libraries, including East Lyme, Groton, Norwich and Waterford. M. Doherty MOVED, D. Hersant SECONDED that the Friday after Thanksgiving be a paid holiday for the staff, making the total of paid holidays as 12 in number. SO MOVED.

The twelve paid holidays stand as follows: New Year's Day, Martin Luther King Day, President's Day, Good Friday, Memorial Day, Fourth of July, Labor Day, Columbus Day, Veteran's Day, Thanksgiving Day, Friday after Thanksgiving, Christmas Day.

Because of budget constraints the Director suggests reducing Library hours starting in September. This will be taken to the Finance Committee.

NEW BUSINESS: The Director reviewed with the Board new changes in the Job Description for the Head of Adult Services. This was reviewed by the Board. The most prominent change being the Webmaster for the Library Web Page. B. Willoughby MOVED, J. Esposito SECONDED to approve changes to the job description. SO MOVED. (See Personnel Policy Job Title: Head of Adult Services).

There being no further business brought before the Board, E. Gerity MOVED, B. Hannaford SECONDED that the meeting be adjourned at 5:45 PM. SO MOVED.

Respectfully submitted:

E. Gerity, Secretary to the Board of Trustees

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Library Website: [www.PLNL.org](http://www.PLNL.org).