



**PUBLIC LIBRARY OF NEW LONDON**

**Board of Trustees Meeting**

**December 15, 2015**

The meeting was called to order by President Daneen Roth at 4:05 p,m,

Present: L. Braxton, M. Doherty, J. Esposito, E. Garcia-Gonzalez, E. Gerity, W. Hannaford, D. H:ersant, A. Kinsall, D. Roth, Director S. Maryeski

Excused: G. Angell, H. Kydd III

Prior to starting its regular business the board watched a 10 minute video regarding the conduct of board meetings

Minutes of the November 17, 2015 meeting were approved.

Director's Report—see her written report. Regarding the Adopt-a-Book program, it was proposed that the program remain in effect for the entire year, instead of ending the first week in December.

Treasurer's Report—expenses for the first five months of the year were less by about \$18,000 than what was budgeted based on average monthly expenses, the timing of certain costs undoubtedly being the reason.

Finance Committee—a meeting was set for December 30, 2015, at 9:00 a.m. to begin developing a budget for the coming fiscal year.

Development Committee—about \$5,000 has been received so far in response to the annual appeal and more donations come in daily. It is planned to send letters to local businesses, attorneys and doctors who have not yet received them—and, if possible, teachers.

Friends of the Library—compliments were expressed to the Friends about their very nice annual meeting held in November, The speaker they had was much enjoyed .

Old Business—It was voted to hold up on the lease of a new copier from A&A Office Systems until it is determined whether or not additional charges will be made for excessive usage.

A new disaster plan needs to be formulated to include lock down procedures, emergency closures, safekeeping of essential business records, etc. A video is probably needed for the back door.

New Business—a reception for the newly elected city officials and Board of Education will be planned for around the middle of January.

I was voted to give all of the staff a Christmas bonus of \$125, net.

The meeting adjourned at 6:00 p.m

Respectfully submitted , Mary Doherty