



PUBLIC LIBRARY OF NEW LONDON
63 Huntington Street, New London, CT 06320
Draft Minutes of Board of Trustees Meeting
May 16, 2017

The meeting was called to order by President Daneen Roth at 4:15 p.m.

Present: G. Angell, L Braxton, M. Doherty, J. Esposito, E. Garcia Gonzalez, D. Hersant, A. Kinsall, H. Kydd III, V. Mueller, D. Roth, Director S. Maryeski

Absent: W. Hannaford

Minutes of the March 21, 2017 meeting were approved.

Director's Report—There have been staffing problem, with sickness, absenteeism of part time employees and new employee training.

A police representative has been conducting weekly staff training on safety policies—very valuable.

In order to meet the requirements of the Children's Internet Protection Act, and to receive federal funds, a policy statement for the staff to follow regarding use of the library's computers and internet was voted accepted.

Next year's budget was presented to the City's Finance Committee. The session went very well.

Statistics show a decided increase in the use of the library by juveniles—a positive sign.

Personnel Committee—a full time employee has requested a change to part time work for approximately the next four months, due to sickness (upon her doctor's recommendation). Her request was granted.

Treasurer's Report—only approximately 60 to 70 percent of most of the year's budgeted operating expenses have been incurred through April—an encouraging figure.

Finance Committee—the committee met with the financial advisor and determined that all is going well. The endowment accounts now total about \$800,000 and the operating accounts about \$200,000.

A recommendation was made that if any excess of funds exists over the budgeted amount for the year the excess be placed in a contingency fund for future building repairs and maintenance.

Development Committee—met to discuss a fund -raising gala for next spring. The first step would be to start this fall to obtain enough money in sponsorships to cover all expenses In advance (around \$15,000).

Grant Committee—a number of donations totaling close to \$1,000 have come in from the annual appeal.

It was voted to authorize the director to act as signatory on any applications for grants. Such authorization is sometimes requested by a potential donor.

Building & Grounds Cpmmittee—A key has been obtained to unlock the water supply for watering the plants and shrubs.

Friends of the Library—everything is on schedule for the book sale on May 20. There will be something new—a preview sale the afternoon before , at a cost of \$5, to get first choice of the books.

New Business—Next month five board members' three year terms will be expiring . They were asked to notify the president if they did not wish to continue on the board.

The date for the June meeting has been moved up to June 13, 2017.

The meeting was adjourned at 5:30 p.m.

Respectfully submitted,

Mary Doherty, Secretary

