

LYME PUBLIC LIBRARY
Board of Directors' Meeting
May 27, 2014

Agenda

Visitors are welcome.

Present: Holly Rubino, Susan Cole, Jack Sulger, George Willauer , Judy Lightfoot presiding, Library Director Theresa Conley, Mary Mazur from the Friends of the Library. Absent: Chuck Lynch , Lorna McLaughlin , Jim Benn , Katherine Gibson.

1. Call to order – Judy 5:00 PM
2. Secretary's report – Chuck reporting: Motion to pass minutes of April 1 meeting made by Susan Cole seconded by Jack Sulger and Passed.
 - a. George Willauer asked about the language in item 4. The Enrichment Fund will be transferred to a library trust fund set up by the town.
 - b. Judy confirmed with the First Selectman that control of how to spend the funds in the Library Trust Fund is solely the decision of the Library Board. The question was raised as to whether having this outlined in a legal document was necessary.
 - c. **MOTION:** That upon consult there be a legal document describing the use of the Trust and its administration agreed on by the LPL Board and the Town of Lyme. (George Willauer moved Susan Cole seconded) **Motion PASSED**
 - d. That Foundation investment issues should be clarified:
 - i. Between the Board and the Town on Library Trust Fund.
 - ii. Future Fund Raising events for the Trust fund
 - iii. Will future fund raising efforts be administered by directors or by LPL Foundation or Friends of the Library?
3. Treasurer's report – Theresa Conley – Theresa has several purchases that need to be paid from the Cerimon Fund before the end of the fiscal year and is paying as many bills as are allowed by the funds remaining in the checking account before the town takes over paying the bills on July 1.
4. Library Director's report – Theresa reviewed relevant items
 - a. Attendance up significantly.
 - b. Circulation continues to increase since the move to the new library.
 - c. Program/meeting rooms are being used often.

- d. MOTION To approve Jack Sulger, seconded by Holly Rubino. Motion passed.
5. Lyme Public Library Foundation report – George Willauer - There was discussion about the possibility of a transfer of \$100,000 from the Trust Fund to LPL Inc after July first.
6. Committee reports
 - a. Building & Grounds – Chuck Lynch away – no report
 - b. Newsletter – Holly Rubino – There was concern upon increasing the size of the newsletter to 4 pages that it would be difficult to fill the space, but the last few months we have had to cut items due to lack of space because there is so much happening at the library.
 - c. Technology – Jim Benn away - Theresa Conley reported that the statewide database will be shut down on June 30. A new statewide database will be set up but won't be available until at least September. The interim will make interlibrary loan difficult and time consuming for staff. Theresa will be evaluating several new ILS systems for affordability and integration with the new database.
7. Town Campus Center Planning Committee – Chuck Lynch away. Theresa Conley reported that lights have been installed on the patio.
8. Meeting Room Policy: Theresa Conley proposed an amendment to the Meeting Room policy to clarify rules governing usage of the rooms. Motion to accept made by Susan Cole, seconded by Holly Rubino and passed.
9. “100th Anniversary Book” – Judy Lightfoot reported that she has had many calls and compliments saying it was terrific.
10. Library Dedication Ceremony - Judy Lightfoot – This was a happy event. Ralph Eno did great job and there was a nice turnout.
11. Resolution – Judy Lightfoot - Judy distributed a draft resolution document from the Board to Theresa and the staff composed by Chuck Lynch thanking them for a seamless transition from the old library to the new. Judy offered thanks and admiration from the whole Board. The resolution was approved. (See attached.)
12. Friends of the Library – Mary Mazur in place of Adrienne Brennan. The book sale was great! George Willauer recognized them for extraordinary work.
 - a. Gross receipts from book sale were \$3,231
 - b. Upcoming Events: Annual Meeting Thursday June 11 at 6:30 with special guest Matthew Goldman and his presentation “Landmarks you must visit in SE Connecticut”, “Downton Abbey”: Fashion and Social Change on June 13 at 3:00 PM and AARP: “Road to Livability” Thursday August 13 6:00 PM
13. Old Business: Susan Cole mentioned the importance of the library scrapbooks when she was doing research on the library history and asked if anyone is keeping them up to date. They could be valuable in future. Enthusiastic response. Put request in newsletter.
14. New Business

15. Next Meeting, The Annual Meeting Wednesday July 29, 5:00

16. Adjourn - Motion to adjourn made by Holly Rubino , seconded by Jack Sulger. Passed at 6:45.

Respectfully Submitted,

George Willauer
Secretary Pro Tem

Resolution

We take this opportunity to thank **Theresa Conley** and the Library staff for their quality library service during the planning stages, the move out of the old library and the move into the new library where they continue to provide exemplary library service. If they hadn't done so, all this effort would have been for naught. But thanks to their efforts this is a great investment and offers the opportunity to provide quality library service to the people of Lyme for many years to come.

Dated at Lyme, Connecticut, this 27th day of May, 2015.

Jim Benn

Susan Cole

Katherine Gibson

Judith Lightfoot, Chair

Chuck Lynch

Lorna McLaughlin

Holly Rubino

Jack Sulger

George Willauer