

Lyme Public Library
Board of Directors Meeting
April 1, 2015

Minutes

Present: Judy Lightfoot (Chairperson), Jim Benn, Susan Cole, Chuck Lynch, Holly Rubino, Jack Sulger, George Willauer; Library Director Theresa Conley, Adrienne Brennan and Mary Mazur (LPL Friends).

1. Judy called the meeting to order and welcomed Jack Sulger, our new member. There were no formal minutes from the Jan. 28 meeting due to a lack of a quorum.
2. Treasurer's Report: Theresa pointed out that 69 % of the budget had been spent so far. The cost for utilities costs has increased due to the size of the new library and the fact that we have electric heat billed directly to the library. In the old building the town paid for the oil, and we didn't see the bill. We recently had a \$3,700 repair bill for a problem with the hallway bathroom which overflowed due to someone flushing down a large wad of paper towels and a pen. This flooded the entryway, program room and front part of the library near the circulation desk and new book shelves. There has been discussion about installing air hand dryers so paper towels will not be available. Signs have also been posted relative to flushing inappropriate items. Theresa reported that we will have a budget shortfall of approximately \$10,000 due to unexpected utilities costs. The Enrichment Account balance is \$153,192.
3. Library Director's Report: Theresa reported on new borrowers (24), current card holders (1,171), circulation stats, volunteer hours, number of books acquired, patron count, displays and programs. Meeting Room Usage and several ongoing issues and projects were also discussed. Four new computer chairs were purchased, a new bookcase has been ordered for the local history collection and new tops for the book shelves have been installed.

192 chandelier lights were replaced with LED bulbs which will reduce the electric bill somewhat. Also, the A/V system in the program room is working as it should. There was some water damage in the archives on March 3 due to an ice dam; we believe that Ralph Eno is overseeing those repairs.

Theresa also reported on the need to contact State representatives to replace the funds cut in the State library budget. The legislature needs to restore \$2 million to Connecticut and grants to public libraries and Cooperating Library Service Units which have been devastated. These cuts will eliminate Connecticut, interlibrary loans and basic support for public libraries as well as grants to public libraries.

There was a motion by Jim Benn and a second by Holly Rubino to approve the Library Director's Report. The motion passed unanimously.

4. Board of Finance: The Board of Finance held a budget hearing March 12. Since the library is a public library there was a sense that all funds appropriated or donated to the library should be in the town account. The Enrichment Fund will be transferred to a library trust fund set up by the town.
5. Lyme Public Library Foundation: George Willauer reported on LPLF which formerly was LPL, Inc. The funds for LPLF are for special projects now and for other needs. In reviewing the amount of funds raised recently George pointed out that in 2013 the amount raised was \$26,000; in 2014 it was \$42,000 and so far this year (April 1) the amount is \$32,000. A motion was made by Jack Sulger with a second by Adrian Brennan that the Foundation be approached for \$40,000. The motion passed unanimously (George abstained).

George reported that the Foundations balance is \$981,138.21. There is \$2,930 in The Nolan Fund, and \$153,192.57 in the Enrichment Fund. There were two very generous donations: one for \$50,000 and the other for \$9,353.

6. Committee Reports:
 - a. Building & Grounds: Chuck Lynch reported on the recent activities related to the Town Campus Building activities. The library attic has been divided into three sections versus one huge open space. This should help to reduce the heat loss through the roof. There may be hand blowers installed in the public restrooms so paper towels will not be flushed down the toilets to cause another flood.
 - b. Newsletter – Holly Rubino mentioned that if Board members would like something in the newsletter they should contact Theresa.
 - c. Technology – Nothing to report.
7. Town Campus Building Committee – Chuck Lynch reported on the recent activities of the committee. There were several items that had been approved for purchase such as 2 post lights on the patio, LED bulbs, book case for local history, computer chairs, CPU carts, DVD shelf dividers, bike rack, copier cabinet, septic baffles and shelf tops.
8. Friends of the Library – Adrienne Brennan reported on plans for the upcoming Book Sale to be held May 15 (4 – 7 pm), May 16 (10 – 4) and May 17 (11 – 2).

9. Old Business: A “100th Anniversary Book” has been sent to the printer for production. Copies will be sent to all postal patrons and will also be available at the library to help celebrate the anniversary.

10. New Business: A few items were considered for purchase. A large clock will cost approximately \$340.00. The clock could be a gift from an anonymous donor. There was discussion of whether we could find a better design and whether the clock should go on the wall behind the circulation desk or on the west wall above the stacks. It was decided to hold off purchasing the clock and see if another design is available. The cherry display case will cost \$1,700 and the picture book bin \$1,074. A motion to approve purchasing the display case and picture book bin was made by George Willauer with a second from Jim Benn. The motion passed unanimously. It was noted that the Lyme Land Trust was given several paintings. They are willing to give them to the library on loan long-term loan.

11. The meeting adjourned at 7:15.

Next meeting will take place Wednesday May 27, 2015 at 5 pm.