

Lyme Public Library
Board of Directors Meeting Minutes
January 29, 2020

Present: Jack Sulger (Chairman), Judy Ulrich, Holly Rubino, Mary Stone, Mike James, Jerry Ehlen; Theresa Conley (Library Director); Deb Giaconia (Friends)

- 1. Call to order** – Jack Sulger called the meeting to order at 4:32 pm.
- 2. Election of Officers** – The following slate of officers was approved by the board: Jack Sulger, Chairman; Judy Ulrich, Vice Chair; Holly Rubino, Secretary.
- 3. Secretary’s Report** – The minutes from the December 4, 2019 meeting were approved.
- 4. Treasurer’s Report** – Theresa reported that the budget is on track. A deposit was made in January to bolster income figures.
- 5. Library Director’s Report** – Theresa said use of downloadable resources is climbing, the meeting rooms are busy, and the new cookbook club is a success.
- 6. Friends of the Library** – Deb Giaconia reported that the Friends’ fundraising letter will be sent out the first week in February. She shared that the “Rosie, the Riveter” program went over well, and that the speaker has more programs she could do. February 8 is the next cookbook club. February 15 will feature Prudence Allen, secretary to Coretta Scott King. The backyard birding program has been rescheduled for February 29. Holly Rubino spoke briefly about the upcoming local author series to be sponsored by the Friends.
- 7. Lyme Public Library Foundation** – In Jacqueline’s absence, Jack reported that the endowment continues to rise, and that the Foundation is looking at this year’s fundraising event.
- 8. Committee Reports:**
 - a) Buildings & Grounds** – Theresa reported that the A/V system is not working, and that alternate plans will have to be made for program speakers (portable projector and microphones). Shelf markers have been ordered and received—this is an item from the strategic plan. Patrons have been complaining about the cold air dryers in the bathrooms. They were installed to replace paper towels which caused a costly plumbing problem. Not having a heating element was also felt to be a prudent decision.
 - b) Newsletter** – At the last meeting, Holly was asked to price out color versus black-and-white, as well as 6 issues instead of 4 per year. Based on significantly higher costs, the board decided to continue publishing 4 black-and-white issues per year.

c) Technology – Theresa said that the password for the camera system, located in the basement, no longer works.

9. Old Business:

a) Strategic Planning – The board reviewed what work has been done on goals and strategies thus far.

b) Review of submitted 2020/2021 budget proposal – The budget was approved as presented.

10. Executive Session – Mary proposed a motion for the board to go into Executive Session to discuss staffing issues. It was seconded by Mike James. The Board was in Executive Session from 5:30 to 6:11.

11. Next meeting – February 26, 2020 at 4:30 pm

12. Motion to Adjourn – The meeting was adjourned at 6:12 pm.

Respectfully submitted,

Holly Rubino, Secretary