



**Public Library of New London
Regular Meeting of Board of Trustees
July 20, 2010, 4:00 P.M.**

Minutes

1. CALL TO ORDER

President Daneen Roth called the meeting to order at 4:10 P.M.

2. ROLL CALL

Board members Jocelyn Briddell, Margaret Cibes, Mary Doherty, Josie Esposito, Elizabeth Garcia Gonzalez, David Hersant, Robert Place, Daneen Roth, Bertha Willoughby.

Director Suzanne Maryeski. City Council Liason Michael Passero.

Absent/excused: Board members L. David Cornish, Ethel Gerity, José Gonzalez.

3. PUBLIC COMMENTS: none

4. ACCEPTANCE OF MINUTES

MOTION: R. Place moved to accept the minutes of the meeting of June 15, 2010, with the following correction to Section 5.a.(iv): July is the date that evaluations are due and that salary increases, if any, are effective. The motion was seconded and passed unanimously.

5. CORRESPONDENCE: See Director's report.

6. REPORTS

a. **Director:** See written report about personnel, building/grounds/equipment, grants, correspondence, gifts, collection/Library usage/programs, and meetings/professional development.

(i) The Director will request a copy of the will and a summary of transactions for an estate relating to Grace McConnell, James Hartsock, *et al.*

(ii) The Director will investigate *pro bono* opportunities for enhancement of the Library's web site.

b. **Executive Committee:** no report

c. **Personnel/Nominating Committee:** Chair J. Esposito distributed copies of a draft evaluation form for the Director. The 7 areas of interest on the form correspond directly to the Director's job description. The Board added an 8th area, "Demonstrates initiative."

d. **Treasurer & Finance Committee:** Chair D. Hersant reported that the Library had spend about \$29,000 over budget, primarily in the areas of repairs/maintenance and salaries/wages. This deficit will be covered by

income from a Shea grant. Investment assets show no significant deterioration. The Committee will investigate the possibility of a new financial advisor, as the Library's current advisor is on medical leave.

- e. **Fund-Raising Committee:** Chair M. Cibes will proceed to prepare solicitation materials for an October mailing. The letter has been approved; the reply envelope will be reviewed at the next Board meeting.
 - f. **Grants Committee:** Chair B. Willoughby will hold a Committee meeting on Monday, August 2, 2010, at 10:30 A.M. D. Roth, M. Cibes, and the Director will attend.
 - g. **Building/Grounds Committee:** no report
 - h. **Friends of the Library:** President J. Esposito reported that about 100 people had contributed to the June party and that more than \$4,000 had been raised.
 - i. **Policy/Bylaws Committee:** no report
 - j. **Long Range Planning Committee:** Chair J. Briddell will hold a Committee meeting on Wednesday, July 28, 2010, at 5:30 P.M. at Two Wives restaurant. D. Roth and B. Willoughby will attend.
7. **EXECUTIVE SESSION:** The Board went into Executive Session at 5:30 P.M. for the purpose of discussing the evaluation form for the Director and possible gap-closing adjustments for staff salaries. The Board came out of Executive Session at 5:45 P.M., without having taken any votes.
8. **SETTING OF FUTURE BUSINESS**
- a. The Director is arranging for a reading of Eugene O'Neill's *Long Day's Journal into Night* at the Parade Plaza in August. Several Board members volunteered to participate.
 - b. The One Book, One Region group has chosen *A Pearl in the Storm* this year. The Library will host a discussion of the book on August 12, 2010, at 2:00 P.M.
 - c. The Board liked the Director's idea of a future re-designing the Library's spaces to resemble contemporary book stores, with topics clearly labeled.
 - d. The Board will return to its pre-Capital Campaign schedule of annual meetings, which means that there will not be an August or December meeting in 2010.
9. **ADJOURNMENT**
MOTION: M. Cibes moved to adjourn the meeting at 5:50 P.M. The motion was seconded and passed unanimously.

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Library website: www.PLNL.org