



**Public Library of New London
Minutes of Board of Trustees Meeting
September 19, 2011**

Call to order at 4:06 PM by President Daneen Roth

Roll Call: Present: Gordon Angel, Jocelyn Briddell, Mary Doherty, Josie Esposito, William Hannaford, David Hersant, Suzanne Maryeski, Daneen Roth, Bertha Willoughby.
Excused: Ethel Gerity. Absent: Elizabeth Garcia-Gonzalez, Jose Gonzalez.

Public Comments: None

Acceptance of minutes of July 19 meeting: Bertha Willoughby moved, Josie Esposito seconded. Unanimous approval.

Reports:

Director's:

Charlotte Darling retired on Sept. 9, 2011. About 30 applications for that position have been received.

Jeannie Bernardo is retiring from the staff after 12 years of service. Josie Esposito moved to allow the Director to open the position for hiring. Mary Doherty seconded. Approved unanimously.

Summertime saw a 72% increase in circulation in August in the Children's Dept.

The Director noted the piano art installation in the foyer provided by Expressiones.

The Community Block Grant for the library doors: the Board reviewed the proposals. Ruby Glass bid: \$8,698. United Glass and Mirror bid: \$11,750. Gordon Angel moved to accept Ruby Glass's bid. Bertha Willoughby seconded the motion. Carried unanimously.

The Director is still gathering estimates for shelving in the Children's Room. An estimate for \$2,500 has been received to date. The Board gave its approval for continuing with the project.

The meeting agenda was suspended to allow for guest speaker Bob Farwell, Director of Otis Library in Norwich, to speak about his vision and experiences in meeting the challenges of serving his community.

Executive Committee: no report

Personnel/Nominating: Pursuant to last meeting's discussion of the word "embrace" in the Affirmative Action statement of The Public Library of New London, Josie Esposito asked for a legal review by the Library's counsel, who recommended that the Library have its own Affirmative Action Policy. Josie Esposito will arrange a Personnel Committee meeting to discuss formulating a policy. Bertha Willoughby will obtain a copy of New London's Affirmative Action Policy to serve as a guide. Ethel Gerity recommended Mr. Lindsey Blank for Board membership.

Treasurer: David Hersant reported that the audit is still in process but almost completed. distributed a year-to-date profit and loss statement that shows budget and expenses to be about the same as last year.

Bill Hannaford was appointed to the Finance Committee. A revised Library bookmark was distributed. It will be used for children's book checkouts.

Fundraising: no report

Grants: Bertha Willoughby will be meeting with the Director to work on several grant opportunities and applications.

Building and Grounds: Gordon Angel reported that the Library is in need of a new electric circulation pump that will cost about \$3,000. A rooftop unit fan motor also needs replacement at a cost of about \$1,000. David Hersant moved to have the pump and fan replaced. Josie Esposito seconded the motion. Carried unanimously.

An architect returned to look at the leaking roof over the 1970s wing. The emergency repair, which should last about five years, is estimated at \$35,000. David Hersant indicated that emergency repair and long-term repair costs for the roof need to be determined.

Gordon Angel, David Hersant and Suzanne Maryeski met with a contractor to look at the boiler, which is also nearing the end of its useful service. An estimate for converting to natural gas is being prepared by the contractor to determine if that would be more economical than continuing to heat with oil.

Friends of the Library: Josie Esposito announced that the annual Friends Reception will be held at the Library on Nov. 13. A new Bookworm fundraiser will begin soon.

Policy and By-Laws: no report

Long-Range Planning: Jocelyn Briddell will provide a summation of Bob Farwell's presentation to send to all Board members for their consideration. She also noted that the Groton Public Library has moved to the "one Desk" system of information and service that Bob Farwell discussed. Suzanne Maryeski is intrigued by the concept for the Public Library of New London.

At 5:25 PM, Bertha Willoughby moved to open an Executive Session. Mary Doherty seconded and the Board approved unanimously. No votes were taken. At 5:35 PM, the Board returned to regular business.

David Hersant moved to adjourn and Josie Esposito seconded the motion. The Board unanimously agreed and the meeting was adjourned at 6:37 PM.

Respectfully submitted,

Jocelyn Briddell for Ethel Gerity

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