

Morris Public Library
Board of Directors Special Meeting
June 23, 2015

Receive
June 25, 2015
Laura Halloran
Assistant Town Clerk

Present: Nancy Lundquist, Ginny Williamson, Sally Irwin, Mary Erin Clem
Absent: Jordana Hood, Director Zoe Greenwood
Friends: Denis Williamson
Guests: Beverly Huntley and Linda McMaster

The meeting was called to order 7:40pm.

Minutes: The minutes from May's meeting had been emailed to the members. Sally made a motion to approve the minutes as emailed Ginny 2nd. Motion passed.

Treasurer's Report: Sally handed out copies of all the accounts. These reports are up to date through May. The Town Treasurer has determined that funds received at the library, no matter grant or donation funds is to be deposited to a town account and be accessible to Director Zoe Greenwood. The Board does not agree with this as statutes give the Board sole authority to determine how library funds are spent. In addition the donations received for the library will be reported to the board by name and amount by Zoe for the board to send thank you notes.

A request to Zoe to report any outstanding books expense outside what has been reported by the fiscal office reports that may be result in an overage in the books budget line.

Motion: Made by Judy to pay off the copier lease in full with funds from the library fidelity account and 2nd by Mary Erin. Motion passed.

Motion: Made by Nancy to pay Bibliomation at the time the invoice comes in with funds from the library fidelity account and 2nd by Judy. Motion passed.

Payment of the legal fees invoice incurred by library board to be represented at the latest union grievance hearing against the 1st Selectman with the library named and approved by the library board was rejected by the 1st Selectman. A revised invoice was requested and to be resubmitted. The town approved the legal line item of \$1,500.00 in library budget. The 1st Selectman's position that the Library was represented by the Town Labor Attorney is inaccurate, as he only represented the 1st Selectman and not the library. He never consulted with the Library Board and when contacted by the Library's attorney said he was not representing the Library Board.

Ginny made motion to accept the Treasurer's Report as read. Nancy 2nd. Motion passed.

Budget: Prepared by and presented by library board to Board of Finance was reduced by 15%. The Board of Finance presented a library budget of \$87,252.00, which was voted on at town meeting and passed.

Press Release: Sally prepared a press release about the computer upgrades to the board. She sent to the local papers, including but not limited to Waterbury Republican, Torrington Register, and Litchfield.biz. It made quite a splash and the board was pleased with the coverage.

Fundraising: Art Around the Box: April 30, 2016 is reserved at the Carriage House. Other event places are also being researched by Nancy and Mary Erin

Director's Report: Zoe had emailed her Director's Report to the members prior to the meeting. Reports were read and discussion ensued on how the Board and the Director did not have open communication. As decided at May's meeting, Sally prepared a draft format of A Director Report including a list of items that we would like to see addressed in the Director's Report. This will be reviewed further by the board and returned to Sally with recommendations for final draft. Sally will complete so it can be implemented by the next Board meeting. The report will include but not be limited to the following: On Order Books, Book Selection, Equipment, Staffing, Programs (in progress, upcoming and possible), Volunteers (amount of hours, projects they are doing), Grants(request, status), Response to requests from the Board to the director or staff, Follow up on any previous request from the Board.

Per the library agenda sent out on 6/19/15 for the Special Library meeting on 06/23/15 in preparation of meeting the following were not responded to by the Director in her report or otherwise: Update on Grants applied for and received, Update on book selection committee meeting request and notification to the board, Update on CORE library book listing, Update on monthly press releases highlighting the library activities and Update on copy of Annual State Library Report. The Board again requests responses to these agenda items. Reminder to Zoe that Thomaston Savings Bank grant deadline is 06/30/15. Sally made motion to accept Director's Report after much discussion and Nancy 2nd. Motion passed.

Website: Lena is successfully maintaining the library website. Tracy has renewed the GoDaddy website account for another year.

Computer Update: Board of Finance received a request from Town Treasurer for a new color printer for the library. Board had no prior knowledge of this request or need and will review and determine if a printer is needed.

Nancy made motion to adjourn at 9:15 PM. Ginny 2nd. Motion passed.

No Public Comment Requested.

Respectfully Submitted – Chairman Nancy Lundquist for Secretary Jordana Hood