

Babcock Library Board of Trustees
Minutes of Regular Board Meeting of September 23, 2014

In attendance: Board members Helen Chapman, Gerald Nagy, Catherine Sampson, Suzanne Smith, Barbara Zulick, Library Director Ginny Moses and Friends President Beth Fitzroy.

Call to Order:

The meeting was called to order at 2:00pm.

Secretary's Report:

Barbara moved and Catherine seconded a motion to approve the Minutes of the August 26, 2014 Regular Meeting. Motion passed. Gerry will do the minutes for this meeting because Helen's computer is out-of-order.

Treasurer's Report:

Suzanne moved and Helen seconded a motion to approve the Treasurer's Report for July-August and the break-even budget of \$184,211 which we discussed last month. Motion passed.

Ginny reported that an accountant friend, James Wyman, is willing to give us some advice on how to structure our budget. Ginny will arrange a meeting time convenient to her, Jim, Catherine and Gerry.

Correspondence:

There was no correspondence.

Library Director's Report:

- **Adult Programs:** 9 at senior visits, 6 at Friday Book Club, 11 at Mystery Book Club, 6-9 knitters at the Wednesday Stitch and Chats, 21 for the Friday program on New England Genealogy.
- **Tot Time:** Averaged 10 children and 7 adults in August-September.
- **Children's Programs:** 4 for Decorate With Duct Tape; 0, 0, and 8 for three recent movies (being evaluated as useful program).
- **300th Anniversary Celebration:** Met with William Gillette impersonator. Preparing materials for our booth at the festival.
- **Miscellaneous:** Savage may start to charge us \$100/month for computer services soon. Submitted lengthy wish list to Friends along with report on museum pass usage—most popular this summer were Mystic Aquarium (26 checkouts), state parks (14) and Old Sturbridge Village (10). Ginny participating in Quiet Corner Reads committee to select author for next year. Restarting teen book club---only 2 participants left after graduation.

Old Business:

None.

New Business:

Ginny presented recommended revisions to our current policies on Patron Cards and Resident and Non-Resident Use. Barbara moved and Susanne seconded a motion to accept the revisions as presented to the former, and Catherine moved and Suzanne seconded a similar motion for the latter policy. Both motions carried. The revised policies will be placed in the Policy manuals.

An equipment replacement schedule has been started and a report will come next month. Suzanne raised the need to install proper ventilation to the Special Collections Room. It was agreed that Ginny will speak to the First Selectman to get the town crew to cut ventilation ports into the wall.

Persons to be Heard:

There were no persons to be heard.

Friends Update:

Beth and Barbara reported that the Friends raised at least \$4,500 from the Wine Tasting. They will be providing refreshments for our Friday programs. The Wish List has been accepted for continued discussion.

Next Meeting: October 28

Ginny requested that we review the policy on Animals in the Library in light of recent events at other libraries. Ginny and Gerry will present the inventory of equipment and replacement schedule.

Charlene moved and Suzanne seconded adjournment at 2:55PM. Motion passed.

Respectfully submitted,

Gerald Nagy, Board Chairman
For Helen Chapman, Board Secretary