

**LYME PUBLIC LIBRARY**  
**Board of Directors Meeting Minutes**  
**March 30, 2016**

**Board Members**

*Present:* Judy Lightfoot, George Willauer, Jim Benn, Susan Cole, Will Fiske, Holly Rubino, Jack Sulger, Chuck Lynch

*Absent:* Jerry Ehlen

**Others Present**

Theresa Conley, Library Director; Mary Mazur and Janis Witkins, Friends of the Library.

**Call to Order**

The meeting was called to order at 5:00 pm by President Judy Lightfoot.

**Announcement**

President Judy Lightfoot announced her resignation, effective as of this meeting, as president of the board. She will shortly also tender her resignation as a member of the board. She noted that after over thirty years of service on the library board—26 of those as president—she felt it was time to step down. The entire board wished Judy all the best, and expressed gratitude for all she has done.

**Election of new president**

Jim Benn placed the name of Jack Sulger in nomination for the post of president. George Willauer seconded. Other nominations from the floor were requested; none were put forward. The motion passed unanimously. Jack took over as chair of the meeting from that point.

**Secretary's Report**

A motion was made by George Willauer and seconded by Holly Rubino to approve the minutes of the 1/27/16 meeting. The motion passed unanimously.

**Treasurer's Report**

Theresa reviewed the treasurer's report for the period ending 2/29/16. All income and expenditures are on track for the remainder of this fiscal year.

**Library Director's Report**

Theresa Conley presented her Library Director's Report.

Theresa first talked about the long and fruitful partnership between her and Judy over the past thirty years, and the critical role Judy played in bringing about the creation of the new library building. Theresa noted that the collection now stands at 23,334 volumes. Circulation is down somewhat from the heights last year at this time, after the new building had recently opened, but are still at a good level. She reviewed the implications for cuts to the state budget; the State Library is closing the Willimantic Library Service Center and ConnectiCard reimbursements will be again reduced. The State Library's new statewide catalog and inter-library loan system is still delayed. Deliveries of library

materials by ConnectiCar are disrupted due to a changeover from a private delivery system for part of the state to a fully state-run system.

George Willauer moved to accept the director's report; Holly Rubino seconded and the motion passed unanimously.

### **Lyme Public Library Foundation**

George Willauer reported on the current status of the Foundation's annual appeal. There have been 151 donations so far totaling \$27,591.

### **Committee Reports**

#### *Building & Grounds*

Chuck Lynch reported on two projects; the provision of additional lighting in one area of the stacks that is not well lit, using existing hardware, and the progress on installing two clocks in the library.

#### *Newsletter*

Holly Rubino had nothing new to report. The newsletter continues to be very well done.

#### *Technology*

Theresa reported that due to budget cuts the Connecticut Education Network may cease the provision of free DSL service to libraries. If that occurs, the access for staff to the internet, currently through that DSL service, will be merged with public access. Also, there are issues with responsiveness concerning EverNet, the computer support firm used by the town and library. If not resolved, it is likely we will research other providers for the new fiscal year. Susan Cole recommended Tier Technology.

### **FY 2016/17 Budget**

Theresa and Jack discussed the presentation of the library budget to the Board of Finance on Feb. 25. No further communications have come from the Finance Board, which in past years has been an indication that our budget should be accepted as submitted.

### **Friends of the Library**

Mary Mazur reported that the Friends of the Library now have a total of 64 members and a very active board. The Friends continues to provide programs in a wide variety of formats. Upcoming events include a craft workshop on parent/child card making (April 9) and a Make It & Take It workshop on creating outside planters (April 23). The annual meeting will be held June 4 and will feature a presentation by Old Lyme author David Handler.

### **New Business**

Theresa reviewed the policies of other area libraries regarding staff compensation for snow days. Jack Sulger will research further and report back to the board.

The Mattatuck Museum in Waterbury CT requested the loan of a painting by Wilson Irvine, which the library owns, for an exhibition of Connecticut artwork this summer. They will provide insurance, transportation, and cover all costs. The loan would be for this summer. George Willauer moved to allow for the loan as proposed; Will Fiske seconded and the motion passed.

### **Executive Session**

At 6:20 p.m. a motion was made by Jim Benn to go into executive session for the purpose of discussing work of the Personnel Committee. Chuck Lynch seconded and the motion passed. Guests departed the meeting.

At 6:54 p.m. Jim made a motion to close the executive session and return to the open meeting. Chuck seconded and the motion passed. No votes or decisions were made within the executive session.

At 6:55 p.m. Holly Rubino moved to adjourn the board meeting. Jim Benn seconded and the motion passed.

Jim Benn,  
Acting Secretary

The next meeting, will be at 5:00 pm on Wednesday, May 25, 2016.