

WILTON LIBRARY ASSOCIATION

MINUTES OF THE FULL TRUSTEE BOARD MEETING ON May 25, 2011

Those **Present** highlighted in **bold**:

Trustees:

Jeff Barbour

Shirley Bergin

Trish Clifford

Susan DiLoreto

Ann Duffy

Pat Gould

Glenn Hemmerle

Janis Hess

Staff:

Kathy Leeds

Judy Higby

Whitney Janeway

Mike Kaelin

Bob Kelso

Ken Kempson

Larry Koch

Dan Mahony

Derrel Mason

Lauren McLaughlin

Nancy McManus

Catherine Romer

Mo Segall

Holly Sexton

Ileana Barns-Slavin

Elaine Tai-Lauria

Dave Waters

Diane Wilson

Announcements: Thanks to Jeff and Dan for the goodies they provided.

Judy called the meeting to order at 7:45 PM. The minutes for the previous meeting were approved as distributed—Ann's motion with Dave seconding.

Treasurer's Report: Holly Sexton reported on the budget as approved by the Finance Committee (attached). The variance report she prepared was reviewed. For income, we are \$23K over and for operating we are \$30K over, mainly in salary and benefits areas. Utility savings reflect a locked-in oil price, albeit higher than last year.

Kathy reported that the basement project is complete.

Judy reported on the meeting with the BoS, an agreeable meeting wherein a joint preview of budgeting over a two year window was requested by Bill Brennan. Ken Bernard will update the Public Private Partnership Agreement. The 75% number for town budget support of the library was discussed as a target rather than a commitment.

Director's Report: Kathy reported (an oral subset of the attachment) the following: She attended the Book Expo where various authors spoke. eBook coverage for libraries is now within the foreseeable future, both with the publisher agreements and with the ILS offerings being evaluated. The Annual Meeting will feature Watts Wacker, a futurist as well as handling the normal end of year business. Trustees are reminded of a quick meeting (officer election, calendar approval and EC authorization for any summer business decision-making) to be held just after the speaker finishes on June 12th.

Development Efforts: Catherine being absent, it was mentioned that ALL board members should PLEASE make their yearly donation before the annual meeting. At the Donor's Reception, there was a good showing (over 80 folks). They heard the

presentation of the Cornerstone Society. They viewed the video on the library as well. Four gifts (\$10K minimum) have now been pledged.

Long Range Planning: A meeting was held earlier at the Welling home. Ken reported that the surveys are now received and mostly processed. A draft of the proposal of the three-year plan of what to do is being prepared for board approval. The issues include space, community activity, technology (media delivery, etc), and changes in reference usage. The goal is a deliverable for the Annual Meeting on June 12th.

Nominating Committee: Derrel reported the resignation of Trish Clifford (Tom Leffel replacing her for her 2012 term). Motion by Derrel with Holly seconding. Approved. It is planned that the EC will approve the officer slate when finalized and any other new board members required. One new candidate is expected from the BoS.

Human Resources: Diane proposed several documented changes (attachment) to the Personnel Policies manual. Whitney seconded. Approved.

An EXECUTIVE SESSION was entered to evaluate the results of the survey of the performance of the Director. 8:50PM to 9:06PM. Kathy left the meeting.

Pat moved to accept the increase proposed by the HR committee with Ann seconding.

The meeting was adjourned by motion of Dave and seconded by Holly at 9:09PM.

Respectfully submitted,

Whitney Janeway, WLA Trustee Board Secretary