



Tolland Public Library Foundation, Inc.

*Meeting of the Board of Directors*

*Minutes - Sept. 12, 2011*

1. The meeting was called to order at 7:35 p.m. in the Tolland Public Library, Program Room

2. Attendance (✓= present; T = present by telephone)

Acting library director Mary Anne Ainsworth ✓ Linda Byam ✓ Kate Farrish ✓ Betty-Lou Griffin ✓  
Agata Herasimowicz Mary Jo Leahy ✓ Roger Leege ✓ Dani Titterton ✓ Eric Weiss ✓

3. Betty-Lou made a motion to approve the minutes of the June 13, 2011 meeting; Mary Jo seconded it. It was unanimously approved.

4. Reports of Officers

**A. President: Linda**

- Discuss long-term plan for EDK Fund Activities –Linda described a proposal to fund the “Year of the Young Adult” initiative at the library, with the board working with children’s librarian Virginia Brousseau. The project might include a purchase of a \$2,900 literacy station for middle schoolers, \$300 for Book Voyagers book club materials and some spending for a “Getting into College” series of lectures and materials. Authors of Young Adult books would be incorporated into the Eaton-Dimock-King Authors Series.
- To decide what money is available for the Young Adult initiative, Linda moved up discussion on the agenda of a proposed audio-visual/media center for the library program to be made in honor of Phil Bognar’s long service to the Foundation.
- Roger presented two proposals: one for \$6,551 from Raintech Sound & Communications Inc. of Manchester and one for \$4,458 from RnB Enterprises Inc. of Newtown. Roger said he has worked with both vendors and recommended the package from RnB.
- Board members discussed a request from Town Manager Steven Werbner that the equipment be installed in the Hicks community room. Members had questions about how the av/media system would fit with any future plans for the library.
- Linda made a motion to spend \$4,458 to purchase the av/media center equipment for the library program room from RnB, to honor Phil Bognar, pending a discussion with Steve. The motion was seconded by Betty-Lou and passed unanimously. Roger, Linda and Mary Anne agreed to meet with Steve and ask about any expansion plans.
- The board then discussed the Year of the Young Adult initiative. Betty-Lou asked for more information on the purchase of the literacy station to determine whether the games were educational enough or whether other programs could be bought that would help students, perhaps even students with learning disabilities, to write papers. Mary Anne agreed to ask Virginia for more details.
- Discussion took place on the proposed Book Voyagers program. Betty-Lou asked if there were offerings that fit into Virginia’s definition of “Young Adult” as ages 12 through high school, and Mary Anne agreed to get more information. Betty-Lou also noted that there would be return shipping costs for the books in addition to the program fee.
- Linda made a motion to approve the “Year of the Young Adult” initiative and to spend a maximum of \$500 for a Book Voyager book club and miscellaneous expenses related to the “Getting into College” series between now and December. Roger seconded it. The motion passed unanimously. A committee of Linda, Mary Jo, Kate and Dani agreed to work with Virginia to help plan the initiative.
- Review Annual Letter to Council: Linda reviewed a draft of an annual letter she will send to the town council in October. Linda asked for approval of a \$24,800 budget for the foundation for 2012 to be included in the letter to the council. Betty-Lou said she had a problem with approving a budget in which every penny coming in was being spent. She suggested that bank interest from the Main Operations



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- Account, plus a portion of new donations, be earmarked in the budget as “savings” and kept in the Main Operations Account, since that is the only source of unrestricted funds. Eric said that that account does grow, which is reflected in the monthly foundation statements. Kate made a motion to approve the \$24,800 budget for 2012. Mary Jo seconded it. It was approved by a 6-0 vote, with Betty-Lou abstaining.

**B. Vice President: Mary Jo**

- Mary Jo presented the new Foundation poster that was donated by Jim Charbonneau of Tolland. She will write him a thank-you note.
- Mary Jo reported that she and Kate, who was representing the library board, and Nancy Brochu of the Friends of the Library last week interviewed six finalists for the library director position. The field was narrowed to three, very solid candidates from an original field of 19. Mary Jo, Kate and Nancy will now be involved in second interviews with the remaining three candidates.

**C. Treasurer: Eric** – Eric reported that the foundation had recently received a total of \$598.63 in donations from Ira and Barbara Greenbaum, Donald Jacques, Richard Mulkin, Michael and Linda Byam and Christopher Chmura, chiefly through United Way payroll deductions.

He reported that the foundation had paid its annual \$50 filing fee to the state of Connecticut and spent \$2,485 to renew the NoveList Plus and ConsumerReports.org subscriptions

Current balances as of Aug. 31, 2011:

- TPLF Main Operations = \$ 4,828.86
- TPLF Book Fund = \$10,312.35
- TPLF LT Endowment = \$6,026.36
- Schwab Endowment account = \$589,100.62 (Copy of monthly statement provided, which shows a total balance of \$610,268.19)

**D. Secretary: Kate** – no report

**5. Committee Reports**

**A. Library Director:**

Mary Anne reported that today was her first official day as acting library director. She reported that Tolland Patch plans to cover author Jane Haddam’s appearance at the library Sept. 13, 2011

**B. Eaton-Dimock-King Authors Series: Chair, Kate; Mary Jo**

- Kate reported that 15 people have signed up for Jane Haddam’s talk and there is space for more people. She said she recently discussed the condition of the program room with Barbara Butler and that Mary Anne has agreed to monitor its condition.
- At Barbara’s suggestion, Kate said the November author visit should be delayed until reconfiguration of the circulation desk has been finished. The board’s consensus was to do so rather than to hold speakers’ appearances in other venues.

**C. Public Awareness Committee: Chair, Betty-Lou; Kate**

- “Good News” letter to Sue King and Family. Linda agreed to write the family.
- Kate agreed to send out press releases about the United Way and the Nook drawing to Tolland Patch and other media.

**D. Finance Committee: Eric, Linda**

- No report



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**E. Marketing Committee:** Dani, Mary Jo, Linda

- Dani provided an update on the marketing plan and plans to have a drawing for a Nook e-reader that is launched at Celebrate Tolland on Sept. 17 and to run through November 1. One entry per Tolland residents over the age of 12 will be allowed. ..

**F. Technology Committee:** Roger, Linda

- Roger is now reviewing Tech Soup e-mails to the Foundation/

**6. Items for review, discussion and action by the Board**

- The Foundation will share a table with the library on Sept. 17 at Celebrate Tolland, and Dani will launch the drawing for the Nook at the event at the high school.
- The board tabled discussion of a gift to the library to honor Barbara Butler, who recently retired as library director.

**7. Special items/ New Business:** No new business was discussed.

**8. Announcements**

- Our next regular meeting – **November 14<sup>th</sup> at 7:30 PM** in the Library Program room. Agenda – Investment advisor presentation; progress on goals; set meetings for 2012 year

**9. Roger moved to adjourn the meeting at 9:59 p.m., which was seconded by Kate. It passed unanimously.**

Submitted by Secretary Kate Farrish