



*Tolland Public Library Foundation, Inc.*  
*Meeting of the Board of Directors*  
*Minutes – March 14, 2011*

1. Call to Order-March 14, 2011, 7:36 p.m. at Tolland Public Library Program Room

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

Barbara Butler ✓	Linda Byam ✓	Kate Farrish ✓	Betty-Lou Griffin ✓
Christine Hutton	Mary Jo Leahy ✓	Roger Leege ✓	Dani Titterton ✓
Eric Weiss ✓			

3. Review/Approval of Minutes – January 10, 2010. Betty-Lou moved approval; seconded by Mary Jo. Unanimously approved.

4. Special Business – Linda welcomed Roger and Dani to the board. Linda mentioned that town finance director Christine Hutton is retiring in June, so her replacement will be an ex-officio member of the board.

5. Reports of Officers

**A. President:** Linda

- Linda reported there has been no activity involving the Eaton estate
- Linda reported that the Newman's Own Foundation will consider the TPLF's application on March 23. Linda made a motion that if Newman's Own Foundation approves the grant, the TPLF board will allocate the \$6,500 grant to the library as follows: \$3,200 for an early literacy station; \$1,000 for a laptop to support the summer reading program and other tasks; \$1,000 for Great Courses tapes; \$1,000 to update the classics collection and \$300 to update the dictionary collection. Roger seconded the motion.  
After discussion, Linda amended the motion with the added sentence: The funds can be reallocated within the parameters of the above list but will not exceed \$6,500. Roger seconded the amendment. Unanimously approved.
- Linda made FOI materials available to board members who were interested.
- Linda shared library brochures from State College, Pa., sent in by former board member Heather Ricker-Gilbert

**B. Vice President:** Mary Jo

- Mary Jo and Eric discussed retention of year-end financial info

**C. Treasurer:** Eric

- Eric produced an annual financial report that Linda will forward to the town council
- Eric suggested moving some funds from the foundation's main operations account to a Rockville Bank CD, but board members decided to take no action.
- Eric reported that the board's accountant will be preparing its 2010 tax return. All financial information and an updated list of directors have been provided to the accountant.
- Current balances:
  - TPLF Main Operations = \$6,150.43
  - TPLF Book Fund = \$10,312.35
  - TPLF LT Endowment = \$5,995.05
  - Schwab Endowment account = \$606,238.48 (Copy of monthly statement provided)
  - Eric shared a report on donation income and foundation expenses. The board was pleased to learn it will receive \$2,200 from donations that residents have directed through the United Way.



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6. Committee Reports

**A. Library Director:** Barbara

- Barbara reported that she will be presenting the library's budget request to the town council on March 24 at 7:30 p.m. She said she does not anticipate any major cuts.
- She requested that the board renew four database subscriptions using \$6,658 from the Phoebe Dimock King and Elizabeth C. King Eaton Endowment. The databases for public use are Credo Reference, NoveList Plus, Consumer Reports and Ancestry.com. Kate made a motion to approve spending \$6,658 to renew the database subscriptions. Roger seconded it. Unanimously approved.
- Barbara reported that the town is going to fix the leaking library roof this summer and replace the circulation desk.

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

- Kate reported that 42 people attended the talk March 9 by Jeff Goldberg. The fourth speaker in the series will be Susan Schoenberger, author of "A Watershed Year," on April 27 at 7:30 p.m.
- Kate made a motion that the board spend no more than \$100 for a foundation sign to be displayed during the author talks and other events. Roger seconded it. Unanimously approved.

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

- Linda thanked the committee for recent press releases sent to Tolland Community Newsletter and Tolland Monthly
- Eric reported that he sends thank-you letters to all donors when the donations are received.
- Betty-Lou agreed to write a letter updating the King family on library grants and activities, including the authors' series, that have been funded through the endowment

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

- No report. Eric and Linda said they will look into a process for planned giving to the foundation.

7. Items for review, discussion and action by the Board

- Review Goals for 2011. Linda asked the board members to think about its priorities and goals for this year, including ways to market the foundation's work through social media, but a full discussion was tabled until May 9.
- Kate invited board members to a community forum on March 24 at 7 p.m. at Tolland High School on planning Tolland's 300<sup>th</sup> anniversary celebration and to the May 29 Memorial Day parade.

8. Announcements

- The next regular meeting is **May 9<sup>th</sup> at 7:30 PM** in the Library Program room. The board's investment advisor, Al Wooster, is scheduled to give a presentation.
- Additional meetings scheduled for 2011 include: June 13<sup>th</sup> (tentative), September 12<sup>th</sup> and November 14<sup>th</sup>.

9. Meeting adjourned at 9:43 p.m.

Submitted by Secretary Kate Farrish