



Tolland Public Library Foundation, Inc.
Meeting of the Board of Directors
Minutes – June 13, 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)

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

3. Linda made a motion to approve the minutes of the May 9, 2011 meeting. Mary Jo seconded it. It passed unanimously.

4. Reports of Officers

A. President: Linda

- Operating Expenses issue: Kate moved to authorize Treasurer Eric Weiss to spend up to \$250 on operating expenses if needed until Dec. 31 and to report back on the expenditures at the regular meetings. Roger seconded it. The motion passed unanimously.
- Goals Document – Linda said the board is interested in making grants to the library for a focused project that would have a lasting impact. Barbara suggested that the children/young adult program would be a good option and agreed to work on a plan over the summer.

B. Vice President: Mary Jo

- Mary Jo and Kate will research the purchase of a sign to be used at author appearances and other events

C. Treasurer: Eric

- Current balances:
 - TPLF Main Operations = \$6,550.06
 - TPLF Book Fund = \$10,312.35
 - TPLF LT Endowment = \$6,011.53
 - Schwab Endowment account = \$604,770.26 (Copy of monthly statement provided)
 - Eric reports there have been no new donations. The board was charged \$395 for preparation of its tax return. Eric will investigate checking account options that allow for more than three transactions a month.

D. Secretary: Kate

- No report

5. Committee Reports

A. Library Director: Barbara

- The library's migration to a new computer system was laborious but is up and running. Patrons using it online use the last four digits of their phone number as their initial password.
- The summer reading program starts right at the end of school.
- There were no updates on the roof project.
- The Early Literacy Station and some reference books purchased with the Newman's Own Foundation grant have arrived.

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



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- The series will resume Sept. 13 at 7 p.m. with the appearance of mystery writer Jane Haddam, author of the Gregor Demarkian series
- Lucy Anne Hurston, who had appeared in the series in February, will give the commencement address at Tolland High School because teacher Ivy Morrison met her at the library talk.
- The committee is pursuing Steve Rushin and other writers for the series.

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

- Betty-Lou will write a letter about endowment activity to Sue King and her family.
- The foundation board may take part in the Celebrate Tolland event in September.

D. Finance Committee: Eric, Linda

- No report

E. Marketing Committee: Dani, Mary Jo, Linda

- Dani presented a marketing plan that was well received by the board. Linda made a motion to spend \$150 to buy a Nook e-reader that could be raffled off as a prize in a library card drive in the fall. Betty-Lou seconded it. It passed unanimously.
- Roger is working with Barbara on creating a new web site for the library and the foundation.

F. Technology Committee: Roger, Linda

- No report

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

- Linda reported that her term and the terms of Eric, Mary Jo and Betty-Lou expire in October and asked those members to let her know by September if they want to be reappointed.

7. Special items/ New Business

- Roger reported that he has an estimate of about \$3,000 to provide an audiovisual/media station in the library program room so the board can recognize former president Phil Bognar's long, distinguished service. The members reached a consensus that they want to make such a gift, funded by the Eaton-Dimock-King endowment, and asked Roger to continue investigating the technology and prices.

8. Announcements

- The next regular meeting will be held **Sept. 12 at 7:30** p.m. in the library program room. Agenda items may include progress on the board goals and the October Annual Meeting/draft letter to the town council. That letter will include 2011 accomplishments, 2012 budget and appointment requests.
- Additional meetings scheduled for 2011 include: Nov. 14, when investment advisor Al Wooster is scheduled to make a presentation.

9. The meeting adjourned at 9:35 p.m.

Submitted by Kate Farrish