



Tolland Public Library Foundation, Inc.

Meeting of the Board of Directors

Minutes – January 9, 2012

1. Call to Order. The meeting was called to order at 7:34 p.m. in the Tolland Public Library Program Room
2. Attendance (√= present; T = present by telephone)
Linda Byam √ Kate Farrish√ Betty-Lou Griffin√ Agata Herasimowicz
Mary Jo Leahy√ Roger Leege Barbara Pettijohn√ Dani Titterton√ Eric Weiss√
3. Review/Approval of Minutes. Linda made a motion to approve the minutes of the Nov. 14, 2011 meeting. Mary Jo seconded it. Linda, Kate, Mary Jo, Dani and Eric voted in favor. Betty-Lou abstained. Linda made a motion, which Dani seconded, to approve the minutes of the Dec. 19, 2011 meeting. It was unanimously approved.
4. Executive session to discuss a real estate negotiation. At 7:37 p.m., Linda made a motion to move into executive session to discuss a real estate negotiation. Betty-Lou seconded it. The motion passed unanimously. At 8:35 p.m., Linda made a motion, which Kate seconded, to return to open session. It was unanimously approved.
5. Possible action involving a real estate negotiation: Tabled
6. Reports of Officers
 - A. **President:** Linda
 - No report
 - B. **Vice President:** Mary Jo
 - Mary Jo reported that she has created a log of resolutions passed by the board beginning with late 2011 and going forward.
 - C. **Treasurer:** Eric
 - Current balances:
 - TPLF Main Operations = \$ 13,175.60
 - TPLF Book Fund = \$10,008.39
 - TPLF LT Endowment = \$6,042.73
 - Schwab Endowment account = \$586,986.05 as of Dec. 31, 2011 (Copy of monthly statement provided)
 - Recent donation income and Foundation Expense report: Eric reported that the Foundation has recently received \$327.60 in donations through United Way payroll deductions designated by donors. He also reported the Foundation reimbursed Kate Farrish for \$31.20 in expenses related to an author visit.
 - Potential Guest Speaker: Eric reported that attorney April Teveris has agreed to come to an upcoming board meeting to offer her advice on estate planning.
 - RnB bill paid: Eric reported that income from the Eaton-Dimock-King endowment will be used to RnB \$4,458 for an audiovisual media center for the Program Room in honor of Phil Bognar for his long, distinguished service to the Foundation board.
 - Eric reported that the Foundation has written a \$455 check to the library from interest from the Book Fund for 2011. The interest can only be spent on purchasing books.
 - Eric reported that it will cost \$1,625 to renew the library's license for Ancestry.com in May. Board members asked Barbara to supply them with usage figures for that and other databases funded by the foundation at its April meeting.



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- Linda reported that she and Eric have passwords for the Foundation's Rockville Bank account

D. Secretary: Kate

- No report

7. Committee Reports

A. Library Director:

- Fundraising for library expansion: Barbara reported that Town Manager Steve Werbner has asked her to ask the Friends of the Tolland Public Library and the Foundation board of directors if they support the possible expansion of the library into the vacant Hicks gym and if they would be willing to undertake some fundraising for the project to augment any town or state funds that might be available for the project. Barbara said such an expansion might include a larger program room, small study rooms that could be used by tutors and small group meeting rooms because space is tight at the library. Board members expressed support for the expansion but wanted to know more about plans for the space, Steve's fundraising expectations and how much such an expansion would cost. Betty-Lou said the response to Steve should mention that most of the Foundation's endowment and accounts have restrictions on how they can be spent.
- Barbara reported that a new circulation desk has been ordered and may arrive in six to eight weeks and that renovations inside the library may be done by April.
- Linda made a motion, designated as **2012-01**, to spend up to \$700 for expenses related to the Year of the Young Adult Initiative (for a Book Voyagers series on "The Hunger Games" trilogy and a "Getting Ready for the College Search" workshop being held by Dr. Heather Ricker-Gilbert on March 7, 2012 at 7:30 p.m. at the library). The initiative is being funded by the Eaton-Dimock-King Endowment. Mary Jo seconded it. Betty-Lou, Dani, Eric, Kate, Linda and Mary Jo voted in favor of it.

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

- Tabled

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

- QR code for TPLF envelopes, displays, posters, brochures, handouts: Tabled
- Kate will prepare a press release draft about \$25,000 in grants made to the library in 2011, which will be reviewed by Linda, Betty-Lou and Barbara

D. Finance Committee: Eric, Linda

- No report

E. Marketing Committee: Dani, Mary Jo, Linda

- Dani had no report, but Barbara reported that Barnes & Noble will present a workshop on Jan. 26 at 3 p.m. at the library on how to use their Nook e-reader to download books from the library

F. Technology Committee: Roger (via phone until April), Linda

- Barbara reported that the media center was installed in the program room on Nov. 30, 2011 and staff members were given brief training in how to use it. She demonstrated its sound system for the board. It has not been used by the public yet, and board members asked that the library staff be given more training to be sure they can help the public use it.

G. Year of the Young Adult Committee: Kate; Mary Jo, Dani, Ginny, Linda

- "The Hunger Games" Book Voyager Series will be held on the following dates:
 - Feb 9th - The Hunger Games, 6-7 p.m.



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- March 8th – Catching Fire, 6-7 p.m.
- March 22nd – Mockingjay, 6-7 p.m.
- March 24th – Hunger Games Trivia Blast – 1 p.m.
- Heather will speak March 7 on “Getting Started on Your College Search”
- Five books that Heather recommended be purchased to help students in the college search have been ordered.
- AWE After School Edge: A vote on this purchase was tabled. Betty-Lou said she was still seeking more information from the manufacturer about the software and the age group it is meant for.
- Poetry Slam: Tabled.

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

- More permanent gift to honor former library director Barbara Butler. Tabled
- Organize event for presentation of media center in Phil’s honor: Tabled
- “Meet and Greet” with Barbara Pettijohn: Tabled
- Elizabeth Eaton King “story” to be recorded: Tabled

9. Special items/ New Business

No new business

10. Announcements

- The board will hold a special meeting on Jan. 30, 2012 at 7:30 p.m. in the Program Room
- The next regular meeting is April 9, 2012 at 7:30 p.m. in the Program Room

11. Adjournment: The meeting was adjourned at 9:30 p.m.

Submitted by Secretary Kate Farrish