

**Easton Public Library  
Board of Trustees Regular Meeting Minutes  
Library Conference Room  
December 9, 2019**

Present: L. Dollard, G. Bindelglass, S. Pearlman, A. Burke, V. Rozo, L. Zaffino

1. Meeting was called to order at 7:35pm.
2. Minutes from October meeting were approved with a motion by Linda and seconded by Shari.
3. Treasurer's Report: No significant change in the balance at this time. A. Burke will be the new Treasurer as of this meeting.
4. Library Director's Report : In addition to the attached, the library will be featured in the February issue of Easton Neighbors. The mini-golf fund raiser will not occur this year due to lack of public interest.
5. Bills and Communication : One bill received for new checks. One donation received to the Friends of the Library and those monies went towards the expansion project.
6. Public Participation : None
7. Old Business
  - a. Board By-laws: Revised Board of Trustees By-Laws were distributed and reviewed. A motion was made to accept the revised By-Laws by Gloria Bindelglass with a second by Adrienne Burke. All were in favor.
  - b. Road Sign: The sandwich board type of road sign will be presented to the Board of Selectmen for approval in an upcoming meeting.
  - c. Records Retention: Tabled until next meeting
8. New Business: New Year's Eve hours will be changed to close at 4:30 p.m. this year. The issue regarding Gloria Bindelglass remaining as a Library Board member due to the election of David Bindelglass as First Selectman was discussed. No issues were raised and there was a unanimous vote to ask her to remain as a Board member.
9. The meeting was adjourned at 8:17 pm with a motion by Veronica and seconded by Shari.

Submitted by,  
Gloria Bindelglass

**EASTON PUBLIC LIBRARY BOARD OF TRUSTEES**  
**REGULAR MEETING**  
**December 9, 2019**

**LIBRARY DIRECTOR'S REPORT**

1. Our Youth Services Librarian, Elizabeth Portillo, has accepted a supervisory position in another library. Her last day will be this Wednesday, 11/27. Mary Beth and I have been receiving resumes and we will be conducting interviews next week.
2. I will be using some of the funds in our maintenance budget to hire a landscaper to prune some of the trees, as well as to do a fall and spring cleanup.
3. The Friends of the Library Annual Book Parade took place on 10/26. Six individuals and one preschool participated. The Friends also hired a yo-yo expert to perform. The show was a big hit. Since participation has dwindled quite a bit in recent years, the Friends are considering not continuing with this event.
4. Our Staff Holiday Party will be held on Friday, 12/13 at 5pm in the Library Conference Room, with main entrees catered by Carl Anthony and paid for by Lynn. The rest of the staff members will bring appetizers, desserts, drinks, and paper products.
5. All of our computers have been upgraded to Windows 10, courtesy of Bibliomation.
6. We have hung our new staff posters throughout the Library, and they look great!
7. We have received 179 responses to our Community Assessment Survey. Most of the feedback has been extremely positive. We will begin to work on our Strategic Plan after the first of the year.
8. I have secured a facilitator for our Staff Development Day. His name is Cornell Wright. I will be paying him \$200 to spend the morning and facilitate a couple of activities. He also gave me some good ideas for the activities.
9. I have just submitted our Annual Report to the State of CT, which I will send to you in case you want to browse through it. I have also just submitted my Library Report to the Town for the Annual Town Report. I will send this as well.
10. Once again, we will host a One Book/One Town Community Read, beginning in January and running through April. This year's book will be *Normal* by Magdalena and Nathaniel Newman (both the adult and young readers' editions). It is a memoir about a boy with Treacher Collins syndrome (a craniofacial condition). The release date for the book is January 14. We have several themed programs planned, including a book discussion, a Kindness Panel, and a showing of the movie *Wonder*. We are also trying to get the authors to come and speak.
11. Upcoming programs include the following:  
  
12/8 - Friends of the Library Annual Tree Lighting & Vendor Fair from 3-6pm  
12/10 - Blood Drive from 12-5pm

Submitted by Lynn Zaffino  
11/25/19