

**Easton Public Library
Board of Trustees Special Meeting Minutes
Library Conference Room
April 8, 2019**

Present: V. Rozo, L. Dollard, G. Gay, L. Zaffino

1. Meeting was called to order at 7:08pm.
2. Minutes from March meeting were approved with a motion by Linda and seconded by Gail.
3. Treasurer's Report – Gail reported that the Board will wait to transfer funds to People's Bank until a decision is made regarding the expansion. The funds with Morgan Stanley are made up of Treasury Bills and Money Market funds.
1. Library Director's Report – Lynn reported that the Mini-Golf fundraiser on March 16 went well. The Friends made about the same profit as last year (between \$1500 and \$1600). Seventy-seven people came out to see Georgia Hunter, the author of the One Book/One Town Community Read, on March 27. The Library participated in the ELF Trivia Bee, but they didn't make it past the first round. A wellness program, Getting to the Heart of Well-Being, will be presented on April 9, and 18 people are signed up. The Library is collaborating with Bibliomation and UConn in a project to digitize some of their historical collection items.
2. Bills and Communication – Lynn reported that the Library received a \$50 donation from the MOMS Club of Fairfield, to be used for Children's Services. Several bills were presented and the checks were signed by Gail.
3. Public Participation – None
4. Old Business
 - a. Anne Lindquist Reception Recap – The reception went well. About 15 people attended.
 - b. Library Budget – All Department Heads were asked to go back in front of the Board of Finance. The BoF cut the funding (\$3800) for Yankee Courier (the supplemental delivery service through Bibliomation). They also cut \$7500 from the electricity budget, due to a surplus over the last several years.
 - c. Expansion Status – Silver Petrucelli, & Associates are in the process of trying to obtain the Schedule of Values from the lowest bidder, as well as trying to determine if the project can be scaled back enough to fit the Board's budget. Once that information is received, the Building Committee will meet to determine if the project can move forward or if it will have to be put on hold. Gail suggested getting an estimate for the cost of new furniture. There was also a discussion regarding the replacement of the guard rail fence, which had been ordered by the Conservation

Commission. The Board may approach The Town to ask them to cover this cost. It was suggested that Lynn or Kristi approach Silver Petrucelli regarding whether or not they are planning to bill for this extra work that is being done now.

- d. Fundraising – If the project has to be put on hold to raise more funds, The Board will explore grant opportunities, as well as re-invest their Funds for the highest possible gains. The Board would also still like to embark on a campaign for naming opportunities.

5. New Business - None

6. The meeting was adjourned at 8:15pm with a motion by Gail and seconded by Linda.

Submitted by
Lynn Zaffino