

Easton Public Library
Board of Trustees Meeting Minutes
June 4, 2018
Library Conference Room

Attending: G. Bindelglass, G. Gay, L. Zaffino, L. Dollard

Meeting called to order at 7:10 p.m.

Minutes: May special meeting minutes were accepted

Old Business:

- Treasurer's Report: Treasurer's report was presented and discussed.
- Library Director's Report: A position has been posted to fill the recently vacated position for the circulation desk. Multiple applications have been received and interviews should begin by June 18th.
- Bills and Communications: Bills were discussed and checks signed.
- Public Participation: None
- Expansion status: Plans were approved last week at the special board meeting. Next steps are to set up meetings with planning and zoning and conservation committees.
- Fund Raising for Expansion: Ideas for fundraising for the expansion was placed on the library list serve. A few responses came back and they were discussed. Some ideas included naming opportunities of rooms to bricks. Examples from other institutions were presented and discussed. Various grant opportunities were also discussed. Once the levels are established, a press release will be given to the Easton Courier.
- Board/Staff Event: A discussion was had about the best time to have the event. It was suggested that we wait for this gathering until the vacant board positions are filled.

New Business:

- Review by-laws: The existing by-laws were distributed for the board review.
- Board credit card: A board credit card will be discussed with Adam Dunsby.
- Welcome Wagon: An individual approached the library about advertising in their gift book for the Easton Welcome Wagon. The decision was made not to subscribe to this service.
- Alcohol served in the community room: A million-dollar insurance rider is required to be held if alcohol is to be served at events in the community room. This has been confirmed by the town attorney. The policy has been updated. In addition, alcohol is not permitted to be sold in the community room.
- Pavers: An individual last month caught her foot in one of the pavers that requires repair. There was an incident report completed and sent to Town Hall. The repair has been put into the capitol budget. The pavers will be removed and will be replaced by cement by the public works department.
- Privacy and Security Statement: New compliance rule for privacy and security that affects EU citizens. The library will adopt the same statement as the Darian library currently has on their web site. The statement will be distributed at the next board meeting.

Executive Session: None

Adjournment: 9:20 p.m.

Next Meeting: July 9 2018 at 7:00 p.m.

Respectfully Submitted,
Gloria Bindelglass