

Easton Public Library
Board of Trustees Meeting Minutes
September 10, 2018
Library Conference Room

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

Meeting called to order at 7:04 p.m.

Minutes: August minutes were accepted with a minor revision

Old Business:

- Treasurer's Report: No significant changes to the accounts at this time. Quarterly reports will be reported at next months meeting.
- Library Director's Report: The door people counter has been installed and the numbers are recorded daily. The fundraising letters went out and five checks have been received to date. How and who will write thank you notes for the donations was discussed. In addition, PayPal is set up for on-line payments. A new Page was hired last week and looking to hire an additional Page over the next few months.
- Bills and Communications: None received.
- Public Participation: Request for a quiet room to be included in the expansion plans was asked for by a resident. Temporary solutions were discussed as well as the potential for adding study rooms in the expansion if the appropriate funds are raised. Another resident voiced her concerns regarding Ms. Sogofsky serving as both the Library Chair and a Selectman. Finally a book regarding Igor Sikorsky that was purchased at the book sale was brought to the meeting. A request was made that Easton authors books remain in the library and not weeded. Lynn assured the resident that there is a section devoted to Easton authors.
- Expansion Status: The Conservation Committee and the Building Committee both requested modifications to the plans regarding the walkway. The architects have made the requested changes and will go back to the committees with those changes. The architects will present to the Planning and Zoning committee in October.
- Fund Raising for Expansion: Fundraising letters will be mailed to households in Easton. The letter will be jointly signed by the Library Board and the Friends of the Library. Examples of an informational flyer regarding a library expansion from another institution was presented and discussed.

New Business:

- Estimates for moving the Historical Society items: Two estimates for the moving and storing of these items were distributed and reviewed. One estimate stores items on site and one stores them off site. There is a significant difference in terms of monies between the two estimates. Discussion regarding who is responsible for paying for the move and storage was discussed. It was also discussed the ethics of spending monies from a fund that is not for the expenditure of library usage. A legal opinion will be obtained regarding paying the moving and storage costs from the library fund.
- Video for Fundraising: Tabled

- Tutoring Policy: The policy regarding having paid tutors use the library space to tutor town residents is a town policy. The Library Board does have an opportunity to revise this policy. There was some discussion but the subject was tabled until next month.
- New Board Member: Veronica Rozo will be joining the Library Board as of next month.
- Proctoring Policy: Tabled
- October Meeting Date Change: The date of the October meeting will be changed to October 9th.

Adjournment: 8:04 p.m.

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

Respectfully Submitted,
Gloria Bindelglass