

Easton Public Library  
Board of Trustees Meeting Minutes  
January 7, 2019  
Library Conference Room

**Attending:** G. Bindelglass, L. Dollard, V. Rozo, L. Zaffino, Guest: G. Ortacelli, Dana Benson and Claudia Nielson

Meeting called to order at 7:05 p.m.

**Minutes:** December minutes were accepted

**Old Business:**

- **Treasurer's Report:** No report at this time
- **Library Director's Report:** Next week will start study night. The library will be open until 11:00. One Book One Town has begun. Mini golf fund raiser will be on March 16<sup>th</sup>. Still looking for hole sponsors. The classic film festival has also begun. Lynn will meet with Adam next week for preliminary budget meeting. Major line item will be building maintenance to bring the fire suppression system up to date.
- **Bills and Communications:** Two donations received not connected to the building fundraising letter. All bills received were paid.
- **Public Participation:** None
- **Expansion Status:** An invitation to bid was placed in the Connecticut Post last week. A walk through for potential bidders will take place January 15<sup>th</sup> at 930. Final bids will need to be received by March 30<sup>th</sup>.
- and Associates. Storage and access to the books during renovation was discussed.
- **Fund Raising for Expansion:** To date approximately \$13,220 has been raised. Linda has mailed approximately 200 fund raising letters to specific people and business in town. Wilton's fundraising web site was shared and discussed.
- **Tutoring Policy:** The updated policy presented to the Board of Selectman last week. The policy was approved by the selectmen. For profit tutoring will not be allowed in the library as long as the guidelines are followed. The policy was unanimously approved by the Library Board. The policy will be posted on the library web site tomorrow.
- **Proctoring Policy:** Lynn distributed a policy regarding not having library staff proctor exams. The policy will be posted on the library web site. The policy was unanimously approved.
- **Appointment of Board Officers:** Tabled until next month.
- **New Business:**
- **Collaboration with the Friends of the Easton Public Library:** Discussion was had regarding setting up a brokerage account so that people have the ability to donate stocks to the Friends. In addition, there was a discussion regarding how to recruit more members for the Friends.
- **Roadside sign:** Looking to place a roadside sign to keep residents informed on happenings in the library. It could also be used to encourage donations for the building expansion.
- **2019 Anne Lindquist Award:** Will be held on a Sunday in April. Potential recipients were discussed. An individual was unanimously chosen. The individual will be contacted by Lynn.

**Adjournment:** 905 p.m.

**Next Meeting:** February 4 2019 at 7:00 p.m.

Respectfully Submitted,  
Gloria Bindelglass