

**Easton Public Library
Board of Trustees Regular Meeting Minutes
Library Community Room
March 4, 2019**

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

1. Meeting was called to order at 7:10pm.
2. Minutes from February meeting were approved with a motion by Gail and seconded by Linda.
3. Treasurer's Report – Gail will be changing the format of the report to reflect income and expenses. There was a discussion regarding Morgan Stanley's inability to manage the funds beyond March 31. After that date, the funds can only be liquidated, not invested. Moving the investments to People's Bank was mentioned as a possible short-term solution. Gail will reach out to Stanley Alintoff at Morgan Stanley for advice/suggestions. There was also a discussion regarding the cost of hiring a Clerk of the Works for the building project, and how much that position would overlap with the architects' oversight.
4. Library Director's Report – Lynn reported that the Mini-Golf fundraiser is coming up on March 16. There is still one hole left that needs a sponsor. Veronica generously offered to sponsor the final hole. The author of the One Book/One Town Community Read, Georgia Hunter, will be at the Library on March 27 for a talk and book signing. There are already over 60 people signed up for this event. The Library will put together a team for the ELF Trivia Bee on April 3. Lynn received a call from Cathy Alfandre, asking if the Library would be interested in doing a shredding fundraiser in conjunction with the electronic recycling drive that the Easton Energy & Environment Task Force is conducting on April 27. Lynn did some research about costs, and the Board decided that it would not be a worthwhile fundraiser.
5. Bills and Communication – None
6. Public Participation – None
7. Old Business
 - a. Anne Lindquist Reception – Lynn and Linda will meet on Friday, March 8 to begin planning the event. Invitations have been written and are ready to be mailed. Estimated attendance is approximately 30-35 people. Budget is \$500.
 - b. Ad for Easton Neighbors – Lynn had drawn up a draft copy of the fundraising ad that the Board had considered running in Easton Neighbors. After further discussion, it was decided that this would probably not be a cost-effective measure, so the idea was dropped.

- c. Expansion Status – Silver, Petrucelli, & Associates are in the process of trying to obtain the Schedule of Values from the three lowest bidders. The Building Committee and Board will then determine what, if any, parts of the project could be scaled back. In terms of fundraising, there was a discussion regarding putting up a rendering of the addition, along with a donation box, inside the Library.
 - d. Naming Opportunities – It was decided that the Board would create a concrete plan with a price list and marketing packet that could be presented to the Board of Selectmen at a later date. Lynn will reach out to Claudia Nielsen for guidance.
 - e. Budget Hearing – Lynn has compiled the statistics and information that the Board of Finance had requested. The hearing will take place on March 12 at 7:45. Board members are encouraged to attend for support. Gail stressed that the Board cannot be a financial resource now, as all of the existing Board funds need to be earmarked for the building project.
8. New Business
- a. Communication with Donors – Tabled
9. The meeting was adjourned at 8:50pm with a motion by Linda and seconded by Gail.

Submitted by
Lynn Zaffino