

**EDITH WHEELER MEMORIAL LIBRARY-LIBRARY BOARD OF TRUSTEES**

**REGULAR MEETING ON Thursday, September 18, 2014 @ 2:00pm**

**LIBRARY - ROTARY BOARD ROOM**

**DRAFT**

**I. CALL TO ORDER** - The meeting was called to order by Chairman Bill Ehlers @ 2:05 pm.

Present: Chairman William Ehlers , Vice Chairman Pat Shea, Secretary Alice Deak , Trustee James Fogarty, Trustee Erin Passineau (via Skype) and Margaret Borchers, Library Director. Absent with Notice - Trustee Emily Serniak.

**II. OLD BUSINESS**

**A. Review of Computer Policy ( revised in July, 2014)**

Paragraph #3 was added to the " Computer and Internet Usage Policy" by a unanimous vote of the Board of the Directors as of July 16, 2014.

**B. Strategic Plan**

Mission Statement - Members discussed ideas for a draft "Mission Statement"

Consideration being given to hiring a professional with strategic planning skills. The Library Director will present a list of professionals skilled in library strategic planning at the next meeting.

**III. New Business**

**A. Update on the Wheeler Trust**

A letter to Chairman Ehlers from Judge John Chiota, Trustee for the Edith Wheeler Trust, relayed information on the annual budget for the Trust for the distribution year.

**B. Letter to Ron Bunovsky, Treasurer, Town of Monroe -**

Motion: Alice Deak and seconded by Pat Shea - That the following resolution be sent to Treasurer Bunovsky for signature "I assure the Board of Trustees of the Edith Wheeler Library that funds from the Edith Wheeler Estate transferred now and in the future from Janey, Montgomery and Scott to any other financial institution be held separate and labeled as such and not be co-mingled with Town of Monroe funds. Funds disbursed for expenditures must be approved by the Library Board and the First Selectman, as appropriate, as stated in the Edith Wheeler Trust."

Yes -=5 No= 0 Abstain= 0 Passed Unanimously

Letter dated September 20, 2014 and sent to Mr. Bunovsky

#### IV. LIBRARY DIRECTOR'S REPORT

Reports for July and August were reviewed. There were multiple activities as the Summer Reading Program was in full swing. The Board continues to be very appreciative of all of the time, effort and creativity spent by staff and volunteers on the many services provided at the Library.

**Motion:** Jim Fogarty Second - Pat Shea "That the Library staff and volunteers be commended for their extensive time, effort and creativity spent on offering the many services provided at the Library"

Yes = 5 No= 0 Abstain =0 Passed Unanimously

#### V. MINUTES:

**Motion :** Pat Shea, Seconded by Jim Fogarty " that the minutes of the regular monthly meeting on June 25, 2014 be passed as presented". Yes = 5 No = 0 Abstain = 0 Passed Unanimously

**Motion:** Pat Shea, seconded by Jim Fogarty " that the minutes of the Special Meeting held on August 28,2014 be passed as presented" . Yes=5 No= 0 Abstain= 0 Passed Unanimously

VI. FINANCIAL REPORTS: Not available

VII. PUBLIC PARTICIPATION - No public participation

#### VIII. OTHER BUSINESS/QUESTIONS

**Monthly Meeting Time** - The monthly meeting scheduled for Thursday, October 16, 2014 will be held at 4pm in the Ehlers Room.

IX. ADJOURNED - The meeting was adjourned by Chairman Ehlers @ 3:30pm. **The next monthly meeting is Thursday, October 16, 2014 @ 4pm in the Ehlers Room.**

Respectfully submitted Alice R. Deak, Secretary      September 22, 2014