

**Henry Carter Hull Board of Directors
Minutes from January 13, 2016 meeting**

Present: Gary Brooks, Lynn Hidek, Pat McKiernan, Dianne Flynn, Laurie Santos, Ken McDonnell, Meredith Adler

Absent: Christina Acampora, Marge Calvert, Diana Byrne, Mary Gilbert, Rich Santanelli, Dave Reynolds

Administrator: Maribeth Breen

Meeting called to order by Ken McDonnell at 7:12 p.m.

I. Minutes

Minutes from the previous meeting were reviewed. Pat McKiernan moved to accept, Meredith Adler seconded, and Laurie Santos abstained. Motion passed.

II. Correspondence

Marge Calvert wrote a letter of resignation from the Board of Directors. Lynn will be drafting a thank you note for her years of service.

III. Treasurer's Report

Dave Reynolds submitted his report, but Maribeth Breen reviewed it because Dave could not attend the meeting. The impact of the stock market on our trust was discussed. \$7, 000.00 has been taken from the trust each month to offset the library's budget. If the trust continues to dip down, that number may change.

The monthly budget report was discussed. The library is on budget.

Computer expenses are down because IT work has shifted to in-house library staff.

The book fund drive continues to bring in steady income.

IV. Director's Report

January 27, 2016 is the Board of Selectman meeting about the town budget.

February 18, 2016 is the Board of Finance budget review meeting.

The new library website is up and running. It is a wordpress format, designed by Lisa and Elizabeth from our reference department. This format allows the website to be updated remotely.

New chairs and tables are now found throughout the building. Our old chairs and tables were donated to the Willimantic public library.

The library WI-FI has been upgraded. The hubs have been upgraded and we now have the capacity to log how many people are using the WI-FI at a given time.

The library has ordered a new phone system with a fiber connection and Voice Over Internet Protocol (VoIP). Charles Computing out of Middletown is providing the system.

The children's and teen's librarians (Kara and Kathleen) went to the ALA mid-winter meeting in Boston and returned with an impressive amount of free books.

A new programming class for adults is being offered at the library, as well as an SAT course for teens.

V. Building & Grounds

The town has cleaned the library's gutters and has completed some landscaping maintenance.

VI. Old Business

VII. New Business

VIII. Adjournment

The meeting was adjourned at 7:45.

Next Meeting: February 10, 2016 at 7 p.m.

Respectfully submitted,
Meredith Adler (substituting for Mary Gilbert, Secretary)
Board Member