

East Norwalk Association Library Board
Meeting Minutes
October 17, 2017

In attendance: Sarah Mann, Kathy Cray, James Anderson, Roberta Bauchner, Marlene De Bellis, and Sarah Amato-Mills

Staff: Sylvia Archibald

Sarah Mann called the Board meeting to order at 7:07pm.

MSP the September 19, 2017 Board Meeting Minutes.

Sarah A-Mills requested a detailed job description for a possible new board member.

President's Report: Sarah Mann delivered the President's Report.

Sarah stated that Sylvia did a stellar job presenting the budget to the TTD. Thanks to KC, Pinky Denzel and Sylvia for the budget this year. We met the new GM of the TTD, Kevin Barber. He is coming over from SNEW. Thanks to all of the board members that helped address and stuff the envelopes for the newsletter. Volunteers needed for set-up for Meet the Candidates this week. Discussion regarding the annual dues took place. A Family membership is \$5 and a Single membership is \$3. Kathy C, Marlene D. and Roberta B. paid their dues. The membership per by-laws entitles the elector to vote at the ENA Annual Meeting held in January.

Please consider who would like to serve on the Nominating Committee. Before we know it the Annual Meeting will be here in January!

MSP President's Report.

Treasurer's Report: Kathy Cray shared the Treasurer's Report. Currently we are running a deficit from income. We have to raise \$30,000. So far all we have raised is \$175. We all need to visit businesses. If we know people personally we have to step up. Sarah A-Mills suggested that each board member think about whom you can approach (business) and personalize a letter. It was decided that at the November meeting we would devote the time to writing our fundraising letters. Each board member will bring the names of 10 businesses. Some local businesses were suggested to approach. Board members should come to the November meeting with new ideas! Please.

MSP Treasurer's Report

Executive Director's Report:

Sylvia A. began by discussing with the group the on-going facility issues. Eleck & Salvato continue to repair interior switches and exterior lights. LED lights are used when possible.

A friend of Dan's has offered us a bike rack. Sylvia will contact Ron Scofield as the TTD has already decided on a location for the rack.

Don't forget the Book Fair this Saturday the 21st!

Sylvia delivered the 3rd Quarter Report to the TTD. Please note it is in the packet.

Sylvia pointed out to the board the reconfiguration of the bookshelves. There is more natural light and the staff has received lots of positive feedback!

The energy audits have been completed. Holes have been plugged and pipes have been insulated. The air conditioning units were repaired and Sylvia is working with the cleaning company to include better ways to sanitize the public restrooms.

Sylvia directed the board's attention to a brief letter to the board from the new Children's Librarian Gina Di Matteo stating how "thrilled she is to be working for this wonderfully charming library". Welcome Gina!

MSP Executive Director's Report

New Business: It was decided that IF the ENA were asked again to participate in the TTD Tree Lighting we would not have books but the newsletter, as we literally could not give books away.

Old Business: After a discussion a motion was made to "Suspend the formation of the East Norwalk Foundation and move forward with the creation of a Friends Group"

MSP

MSP to adjourn at 8:30pm