

East Norwalk Association Library Board
Meeting Minutes
September 18, 2018

In Attendance: Sarah Amato-Mills, Kathy Cray, Nicholas Clarke, Janet McRae Knight, Minnieola Davis, Roberta Baüchner

Staff: Sylvia Archibald

Public: Debora Goldstein, Pinky Denzel

President's Report: Sarah Mills called the meeting to order at 7:50 p.m.

Debora Goldstein commented on how impressed she is with the progress of the library..

MSP the August 21, 2018 Meeting Minutes

Sarah asked that we set up for the Book/Tag sale on Friday, October 5th at 5 p.m. The sale will take place on Saturday, October 6th from 10-5. She emphasized that we must advertise the sale. One possible fund raising program is the reintroduction of personalized tiles costing approximately \$200 each. Sarah will attend the ENBA night at Don Carmelo's on September 26th from 5:30-7:30. The cost is \$30 and anyone can attend.

MSP the President's Report

Treasurer's Report: Kathy suggested that we move the monies posted to the TTD Fundraising Match line to Contributions-Individual/Corp lines. She also suggested creating a new line for Salary-Library Aide and recommended creating a new line under Programs to record monies spent on expenses that relate to programs, like food and materials, that are not covered by the grant. She also pointed out that some of the lines such as Stationary & Supplies, Videos/DVD and Magazines and Newspapers are running high. She reported that the letter asking for funds from the Mayor's Ball will go out on September 19.

MSP the Treasurer's Report

Director's Report: Sylvia reported that we had a good summer with many diverse programs.

The Book Buddy program will resume on Saturdays.

On November 10th, the Norwalk Gamer Symphony Orchestra will perform at the library. Pizza will be served.

All Board members that volunteer their time at the library should keep track of their hours particularly those hours spent in support of programs funded by grants. A sample tracking spreadsheet was circulated.

The library has a new water heater after the old one burst.

Michael is resigning and Sylvia will start her search for two library aides to work 12 hours each.

The Connecticut Historical Society would like to highlight the library in their publication. Michael and Sylvia will work on that.

Sylvia is looking into leasing a new copy machine with better capabilities than our current one.

New Business: Kathy reported that the By-laws need to be amended and that process should be on the agenda for the November meeting. Michael Deller's application to be on the Board will be considered at the next meeting.

Old Business: None

MSP to adjourn the meeting at 8:52

Next Meeting Date: October 16, 2018