

BRAINERD MEMORIAL LIBRARY BOARD OF TRUSTEES

August 27, 2019

PRESENT: Elizabeth Anderson, Myra Aronow, Carl Conrad, Marijean Conrad, Lynne Cooper, Pamela Crum, Cheryl Czuba, Henry Holtzman, Tom Piezzo, Lorraine Riess, Emily Smith, Alma Zyko

ABSENT: Donna Brinkerhoff, Kent Jarrell

Meeting called to order at 7:00 P.M. by President Marijean Conrad

PUBLIC COMMENT: None.

SECRETARY'S REPORT: 1. Minutes of June 25, 2019 were approved as presented. Lynne/Lorraine 2. A card of thanks from Camilla was passed around. 3. A letter declining the invitation to serve on the Board from Doreen Staskelunas was passed around.

PRESIDENT'S REPORT: None.

DIRECTOR'S REPORT: 1 Auto-renewal was launched successfully and has been well received. Circulation totals since implementation have increased. 2. In response to the impact of library e-lending on book sales, MacMillan Publishers is now changing the terms on which it sells ebooks to libraries. MacMillan publishing has reduced the number of ebook copies to one for all the LION libraries. MacMillan represented about 30% of Brainerd Library ebooks. The CT State Library is boycotting them but the LION consortium is sending a letter to MacMillan. 3. The Ice Cream Social was held indoors and the performer was cancelled so attendance was down. 4. BML received a \$400 donation from Paulson Training Products in Chester, its first corporate donation. 4. Friends of the Library received a recurring donation which is the first time receiving this type of donation. 5. BML is now registered on the Monarch watch. 6. BML will participate with Youth and Family Services in the Senior Information Fair at HK on October 16.

BUILDING & GROUNDS: 1. Marijean presented a brief history of the BML building project: a.2013-Purchase of additional property with idea of utilizing space to meet library needs. Rented house 2013 to 2018. b.2017-Initial plan to create new driveway along south side of library grounds was rejected due to exorbitant engineering cost and insufficient visibility entering Rte. 154. Made plans with engineer (Roger) and architect (George) to develop driveway and parking area on north side of property at an estimated cost of \$150,000. Applied for and received State grant to cover half of the expense (\$75,000). c. 2018-Project expanded and revised with new architect and new data; initial estimated cost \$250,000 later revised to \$299,000. Town P&Z approved plan including change of property lines.

House sold for approximately \$280,000. Money put in cash account. **d. 2019**-Project put out for public bid: 29 inquiries; 1 actual bid of \$787,000. 2 private bids with changes to driveway: \$436,786 and \$474,750. **e.** We were able to get to this point within 2 years due to the tremendous effort and involvement by Tom and by Carl along with the Building Committee: Myra Aronow, Raul de Brigard, Betty Devlin, Lorraine Riess, Isabelle Seggerman and due to sound financial investment of trust funds and rising stock market.

2. Carl gave a powerpoint presentation which included: Driveway Redesign, Overview of Bids, Redesigns examined, Would engaging a second bid be beneficial and a conclusion saying that earlier estimates of Exterior Project construction cost were highly inaccurate (low) and led to false expectations.

3. Myra presented a differing view on the Exterior Project saying the Board should review this situation more carefully because of the huge increase in costs and consider going out to public bid again.

4. After much discussion, a motion was made to accept the Simmons' bid plus a performance bond. Lorraine/Henry. The motion passed with one opposed.

DEVELOPMENT & PLANNING: **1.** The Annual Appeal will go out mid-September. It will be a tri-fold brochure with a letter from the Board president on the inside. One of the 'folds' will be a donation form that people can send back to the library. **2.** The Friends will hold their big book sale in September. **3.** The committee is working with library staff to put together an essay competition for middle schoolers. The purpose of the competition is to reinforce the library's position as an integral part of the community and establish stronger ties between the library, schools, students and their parents.

CAPITAL CAMPAIGN: **1.** Committee plans to get talking points ready so people can start talking to businesses. **2.** Riverquest fundraiser is sold out.

BUDGET/FINANCE: Report postponed until September meeting.

FRIENDS: **1.** Book sales are increasing. **2.** Summer reading book bags are popular and continue to be made available. **3.** Friends support AWE station (early learning computer) and BML is seeking matching grants. **4.** The Big Book Sale will take place Sept. 20, 21, and 23. The volunteer sign up sheet was passed around. **5.** The Hopeful Book list, compiled from suggestions of BML Friends, Board members and staff, will be out in the fall.

NOMINATING COMMITTEE: No report.

PERSONNEL & POLICY: No report.

STRATEGIC PLAN: No report.

INTERIOR RENOVATION: No report.

UNFINISHED BUSINESS: None.

NEW BUSINESS: 1. Tom and Kent will work on a Candidates Forum to be held in October. 2. The ACLB annual conference will take place on November 8 at UHA. 3. First Selectman, Lizz Milardo, will speak to the Board at our next meeting.

Meeting adjourned at 9:10 P.M.

The next meeting will be September 24, 2019 at 7:00 P.M.

Respectfully submitted:

Alma Zyko, secretary

(approved)