

Middletown Public Library

Board Meeting Minutes:September 20, 2005 Minutes

6:00p.m. Library

Board Members:

Present: John Grisham, Peter Van Steeden, Holly Levine, Beverley Murphy,

Lynda Bronaugh, Mary Nunes

Absent: Ed Wray

Quorum? Yes

Others Present:

Virgel Blaschke (friends rep)

Ed Silveira (town council liaison)

Robert Balliot (library director)

Proceedings:

- . Meeting called to order at 6:09pm by Chair, John Grisham**
- . New board members, Peter Van Steeden and Lynda Bronaugh, welcomed**
- . June minutes approved**
- . July minutes were amended and approved**

Correspondence:

- . NEARI letter requested meeting be arranged to start negotiations- Robert to let them know that we will contact them after October board meeting.**

Director's progress and financial reports on the library:

. Director's report

- Robert Baillot reviewed information in Sept 2005 written report**

. Financial report

- Tables have been order for outside with donated monies from Friends of MPL. There is a problem with shipping charges being large than expected, town is negotiating charges.**

Committee reports:

. Children's room improvement committee

- Beverley Murphy showed designer/architect's preliminary drawing board, requested comments and suggestion from board members.**

Committee at least 2 months away from final planning stage.

.Budget Committee

- John Grisham reported that finances thus far are generally in line with the budget, and with the flash financial statement submitted at the meeting.**

.Friends of MPL

- Virgel Blaschke reported book sale will begin Oct 1, 2005 with a preview party. They have received many generous gifts and are expecting a very successful sale.**

.5 Year Planning Committee

- John Grisham reported the plan is completed and commends the committee for their hard work.**

Unfinished Business:

.Motion to have Director and Chairman send thank you notes as directed- unanimously approved

New Business:

.Motion to authorize library director to keep record of evacuee related expenses - Unanimously approved

.Motion to authorize library director to investigate digitizing town historical data - Unanimously approved

**.Motion to add the following to standard rules of order for MPL board
- Referred to next MPL board meeting**

That all correspondence via e-mail or us mail being sent as a representative of the MPL contain title or position held immediately following sender's signature.

That all non routine correspondence sent by board members, library director, and library employees be copied to the 7 board members, director, and Middletown town council liaison. These correspondences to be referenced "FYI-MPL".

**.Discussion of board member's concerns of library staff's safety
-suggested that a better communication system between Children's room, Director's office and the main desk be looked into - Referred to next MPL board meeting**

.Elections:

.John Grisham as Chairman - Unanimously elected

.Peter Van Steeden as Vice Chairman - Unanimously elected

. Holly Levine as Secretary - Unanimously elected

Committee Appointments: (John Grisham, Chairman appointed)

.Budget committee- John Grisham chairman, Peter Van Steeden

.Contract negotiations committee- Peter Van Steeden chairman, Holly Levine,

.Children's room improvement committee- Beverley Murphy chairman, Mary Nunes, Holly Levine

. Evaluation committee - Beverley Murphy chairman, Edward Wray, Linda Bronaugh

. Friends of MPL liaison - Edward Wray primary, Holly Levine

. Programs committee - Edward Wray chairman, Mary Nunes, Lynda Bronaugh

Meeting adjourned at 7:45pm

.Minutes submitted by Secretary, Holly Levine