

North Haven Memorial Library
Special Board Meeting
October 25, 2007

Minutes

Attendance: The meeting was called to order by Chairman Graef at 7:30 pm.

Present: Lois Baldini, John Carlson, Patricia Dortenzio, Michael Fletcher, John Graef, Erin MacDonnell, Dorothy Mautte, Doreen Tomlan, Angelo Verdini.

Absent: Eric Grove, Phyllis Kaercher

1. A. Verdini moved to accept the September 20th meeting. Seconded by J. Carlson. All in favor.

2. Budget Discussion/Preparation 2008/2009: L. Baldini informed the Board that she had just today received notification of the Orange Public Library's intention to withdraw from the LEAP system. This action on Orange's part will effect our budget preparation. LEAP membership is calculated based on the number of member towns and their circulation. Without Orange the cost per member would rise by \$9000. LEAP has a restricted capital balance, which had been built up to cover the cost of our Millenium circulation system. If the balance of that fund is used, which would leave LEAP without a financial cushion, the cost per town would rise by about \$4500. In light of our need to fully fund the part-time line and increase the book and AV accounts, which have not been increased in 13 years, L. Baldini asked for Board input on prioritizing our requests. Board consensus is that LEAP is the equivalent of an operating expense and must be funded. The Board agreed that we should ask for the full-funding of the part-time line and, also that increases for the book and AV lines should be requested.

L. Baldini also discussed capital requests. It was her intent to include a request for a self-checkout station. She observed the self-checkout stations in use at the Danbury library. These stations handle over 70% of that library's circulation, and appear to be easy to use. Such a station may be of great use in the Children's Department where the volume of checkouts per patron can be high. She also has been asked by the First Selectman to investigate the costs involved in correcting our roofing problem. The Board concurred that both of these items should be included as capital requests.

The budget directive received from the town differs slightly from previous directives. One directive asked that we consolidate lines under \$2500. Several of our lines are under this amount. However, since these lines cover disparate items, such as water and postage, we are not certain that consolidation would apply.

The budget goes before the Board of Finance at 8:30 am on February 2, 2008.

3. J. Carlson moved to adjourn the meeting at 8:20 pm. Seconded by M. Fletcher. All in favor.