

**HALL MEMORIAL LIBRARY
BOARD OF TRUSTEES' MEETING
DECEMBER 8, 2015**

- I. Call to Order – Chair John Halloran called the regular meeting of the Hall Memorial Library Board to order at 7:03 PM. Members present were Mary Clements, Mary Blanchette, Judy Stomberg, Dan Sclare, Janet Wieliczka, Patricia Grundman, Children’s Librarian and Assistant Library Director, and Susan Phillips, Library Director. Marcia Downs was present as Recording Secretary.
- II. Citizen’s Forum – Staff member Francie Berger was present.
- III. Approval of the Minutes of the November 10, 2015 Meeting – The minutes were reviewed and unanimously approved as written. (Wieliczka/Clements).
- IV. Election of Officers - John Halloran was nominated as Chair for the next year (Blanchette/Clements) and was unanimously approved. – Mary Clements was nominated as Treasurer (Blanchette/Wieliczka) and was unanimously approved. Mary Blanchette was nominated as Secretary (Clements/Sclare) and was unanimously approved.
- V. Appointment of Recording Secretary – Marcia Downs was appointed as Recording Secretary (Blanchette/Clements) for the next year, by a unanimous vote.
- VI. Appointment of Library Director – Mary Blanchette made a motion to appoint Susan Phillips as the Library Director for the upcoming year, second by Mary Clements, unanimously passed.
- VII. Director’s Concerns – Francie Berger presented plans for the upcoming Mini-Golf Outing at the Library, to be sponsored by the Friends of the Library on Saturday February 6, 2016. The main sponsor is Kloter Farms, with a \$2500.00 donation, who will also be contributing publicity graphics for the event. Each golf hole has a sponsor, and as of this meeting, 14 out of the 18 holes were sold. More details will be forthcoming. Also, Sue Phillips discussed the progress of the roof repair, which should be completed shortly, weather permitting. There was an additional expenditure of \$1100.00 for repair to one of the drains, which had been authorized by First Selectman Lori Speilman. Sue Phillips will address the billing expenditures to insure that the work billed was accurate. Also, Sue Phillips gave an update on the ongoing Lighting Project, which has been in progress for a year. The replacement fixtures are now available and appointments will be set up for installation. The Winterfest Celebration was attended by over 500 people, and a special thank you to Board Members John Halloran and Mary Clements for hosting the refreshments for the event.
- VIII. Correspondence – None.
- IX. Adjournment – The meeting was adjourned at 7:25 PM (Clements/Wieliczka)

Respectfully submitted,