

Board of Library Trustees  
Meeting Minutes 1-9-2017

**Attendees:**

Susan Morse, Chair  
Phyllis Hayward, Treasurer  
Mark Lembke, Chair at Large Sarah Caouette, Secretary  
Megan Campbell, Co-Chair

Toni Gildone, Children's Librarian  
Virgil Fuller, Head Librarian

Susan brought the meeting to order at 6:00 pm on January 9, 2017, and asked if there were any adjustments that needed to be made to the agenda. **Moved to approve December 2016 minutes, and it was seconded.**

**Librarian Report approved.** Received gift donation of \$6,000.

**“Friends of Chelsea”:**

Toni shared some of the research she gathered regarding putting together a “Friends of Chelsea Public Library” group, including some information/literature from the Lyme Public Library. Toni proposed taking on a similar program in Chelsea (modeling it on the successful components of Lyme's group). Susan asked what this would entail/look like, and Toni suggested:

- Creating a separate 501 C3 (non-profit org.) for such a group to operate under. \*Virgil added this would be required regardless for tax purposes.
- Having a board member attend meetings of the group, to keep communication lines open regarding expectations/vision
- Having the “Friends” group focus their energies on fundraising specifically, so it will free the board up to focus on matters of budget, programming/events, and the sustainability of the library
- A brochure with different levels of membership involvement

Though others have tried in the past to get this kind of group up and running again, the board was open to exploring this idea more. Discussion followed in a hypothetical manner, with a big question mark on whether there was interest in the community to join a group in support of the library, and if so, how can that interest be organized in a productive way. Toni volunteered to help coordinate the group, which would require more time/compensation for her efforts. The general input was that this could be seen as an investment, that could in return strengthen community involvement and bring in more revenue for the library (Board chose to discuss this further in executive session) Board asked Toni to share the information she already had put together. Board thought that this might be something to focus on after Town Meeting and the 2017 budget is determined. Board was open to the possibility of a 6-month trial basis to see what

kind of interest could be generated. Board agreed that Toni would be the best qualified person for this role, and that a formal proposal should be written up to be voted upon by the Board. **No immediate action was taken at the time.**

**{EXECUTIVE SESSION: PERSONNEL MATTERS COVERED}**

**Old Business:**

Phyllis updated the Board on the checks she ordered through Jane Cushman, which should be in soon. Phyllis reported that Jane was still on board to assist with payroll and bookkeeping.

Keys still need to be made for the two of the newest Board members. However, it was determined that they could come from former members, Russ and Taylor instead. **Board approved Treasurer's Report.**

**New Business:**

Board reviewed Fundraising Efforts spreadsheet (provided), covering 2011-2016. It was noted which areas could use a little help this year. Looked to the future and what the possibilities were if a "Friends" group could be tapped into for volunteers, especially to organize the Silent Auction. Board threw around a couple ideas including changing the pricing/strategy of the annual Book Sale, and possibly creating Chelsea-themed holiday cards to sell at the Holiday Market.

It was noted that the Copies Income had a sizeable increase (Thanks to Virgil!) **No action taken.**

**Meeting was adjourned at 7:55 pm.**