

The Killingworth Library Association

Board of Directors

Feb. 24, 2025

To: Lise Brule, Bini Freeman, Nancy McCormick, James McDonald, Dave Meixell, Jan O'Sullivan, Dick Otto, Mariah Miesel, Holly Perry, Chris Larson, Gwenne Celmer, Tim Emerson, Ben Sodergren

From: Lucinda Hogarty

Re: Agenda for Board of Directors meeting Monday, Feb. 24, 2025, 7:00 P.M --In person

- Consent Agenda-vote to accept
- Minutes-review previous meeting's minutes, vote needed only if there are changes
- President's Report
- Library Director's Report
- Budget and Finance Report
- Fundraising Report
- Grants Report
- Building and Grounds Report
- Other Business
 - Security
 - Programs
 - Governance
 - Recognition
 - Strategic Planning
 - Friends of the Library
 - New ideas, events, etc.

If you cannot attend, please call, text or email:

Chris Larson: chris.larson.m@gmail.com

Lucinda Hogarty 860.450.9570, email: lhogarty@gmail.com

DATES TO REMEMBER:

Regular Governance/Management Tasks by Month

- July:
- Annual report to the town (the request from the town can occur at different times)
- September:
- Draft annual campaign solicitation letter and arrange for printing (Technique Printers) and bulk mailing (Deep River P.O.)
- October:
- Annual appeal letter sent
- November:
- Review holiday schedule for following year
 - Nominate slate of officers
- December:
- Annual meeting and elections of officers and renewal of terms
 - Budget Development
- January:
- Review bylaws
 - Develop budget request
 - Budget request submission to town
- February:
- Annual appeal reminder letters to previous donors to go out
 - Meet with Board of Selectmen and Finance, as needed
- March:
- Review Strategic Plan
- April:
- National Volunteers Week
 - National Library Week
- May:
- Staff performance review
 - Plan NAA submission
- June:
- Submit NAA proposal to town

Killingworth Library Board of Directors 2024-25 Goals & Objectives

1. Provide appropriate funds (amount to be determined) for the Killingworth Library's FY 2024-25 operating budget through year-round fundraising events, grants, and other income-producing and cost-saving activities.
2. Expand fundraising initiatives and opportunities for individuals, businesses and organizations to support the Killingworth Library.
3. Expand library programming to increase cultural and educational opportunities for children, young adults and adults, boost visibility and participation through traditional and social media, promotional material, website and e-communication.
4. Conduct annual technology review, track Internet usage, and ensure Killingworth Library's multimedia capabilities are current within one–two years of the latest technology.
5. Increase non-board member involvement on KLA committees to develop board membership pipeline, spread the workload, and expand involvement in the Killingworth Library.
6. Increase the number of library cards held by community members and online library account membership.
7. Utilize new website with subscriber email capability to support direct communications with patrons on programs, fundraising activities and library news updates.
8. Develop a formalized planned giving program that makes it easy for individuals to give charitable annuities, bequests and other planned gifts to support the Killingworth Library.
9. Maintain the library building and grounds to provide an attractive, welcoming place for all.

Killingworth Library Association, Inc.

Consent Agenda

Feb. 24, 2025

(Note: **Bold Items require action.** Please take note.)

President's Report

_I'm scheduling a meeting with Eric for next week to discuss the solar panels. Not sure of the date yet.
We should also have a quick **discussion re: the Facebook group using the library's image** on their page. Not sure what we can do since we don't own the building but it's worth mentioning.

Governance

Bylaws review.

Budget and Finance: Jan O'Sullivan

See attached reports.

Fundraising

Discuss Mariah's ideas shared in earlier email.

The Killingworth Library Association

Board of Directors Meeting Minutes

Monday, January 27, 2025

Directors Present: Holly Perry, Bini Freeman, Chris Larson, Mariah Miesel, Lise Brule, Jan O'Sullivan, Gwenne Celmer, Dick Otto, Tim Emerson

Directors Excused: Lucinda Hogarty, Nancy McCormick, Dave Meixell, Jim McDonald

Library staff: Ben Sodergren

The meeting was called to order at 7:02pm

Consent Agenda: Jan O'Sullivan made a motion to approve; seconded by Gwenne Celmer. Passed.

Minutes: The minutes of the December 2024 meeting were approved as submitted.

President's Report:

- Chris stressed the points and actions recommended within the notes provided by Tammy Eustis regarding "Understanding the Implications of the 2024 Election for Libraries."
- He suggested thoughts on presentation and justification for Town budget submission for BOS and BOF.

Library Director Report: Submitted

- There was considerable discussion on the recommendations for Circulation Desk staffing report. Most of the discussion surrounded how to present the information to volunteers and how to "re-purpose" those volunteers who are willing (Friends of the Library, fund raising, etc.). The only exception was related to former employee Jan Leird as her library skills and knowledge are valuable.

Treasurer's Report: Submitted

-Jan reported that fiscal year 2024-25 has 27 pay dates, something that only arises about every 11 years. There will be a negative effect on our current fiscal year's budget, but there is no effect on the pay amounts for the staff.

Fund Raising:

-Mariah will email her ideas to the committee for discussion and input at the next meeting. She is also working to form a committee to help with any plans. Tim volunteered to be on the committee.

Grants:

- CFMC grant submitted for teen space was approved. The amount was larger than expected. Ben would like to discuss and plan repainting the teen area (walls and ceiling) in addition to the original plan.
- Fiber for the Library is moving into Phase 2 – Upgrades to routers and switches -improve access to Wi-Fi and ALA network.

Building & Grounds:

- Discussion meeting with the Town's new Director of Public Works to review items of the town responsibility and establish an annual schedule for maintenance.
- Dick expressed concern regarding the Greenaways' proposal of solar installation for Library. – A meeting with the First Selectman was suggested again.

Meeting adjourned 7:59pm.

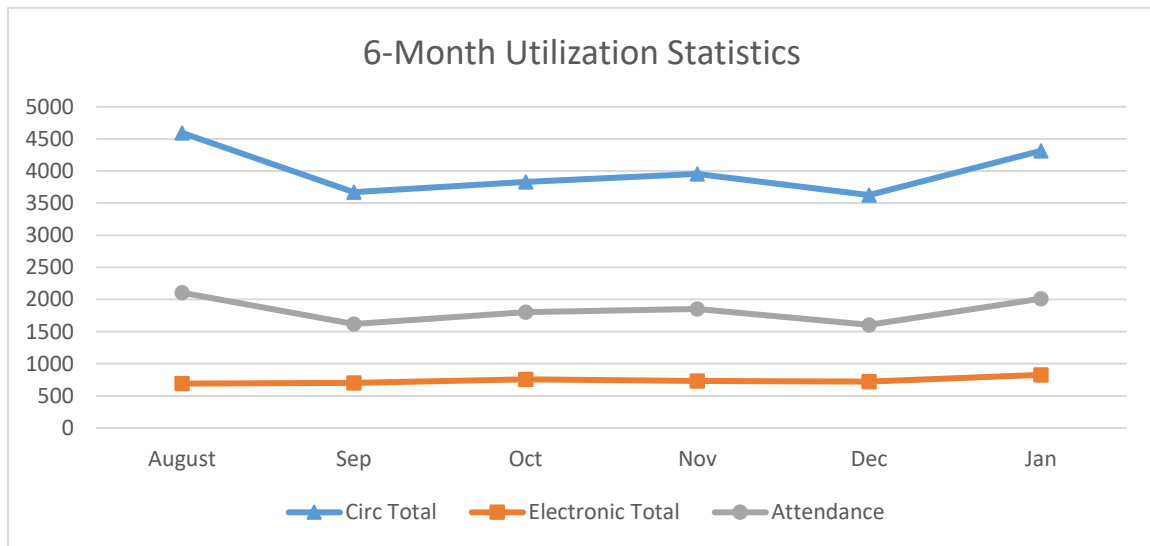
Respectfully submitted, Lise Brule

Killingworth Library

January 2025 Library Director's Report

January Utilization Statistics:

Type	Service	August	Sep	Oct	Nov	Dec	Jan
Patron Stat	In-House Attendance	2,106	1,621	1,804	1,855	1,606	2,010
	PC Use	29	3	29	65	62	76
Circulation	Adult books	1,490	1,289	1,204	1,283	1,160	1,389
	Juvenile/Tween books	1,516	1,006	1,159	1,317	1,176	1,280
	YA books	70	44	48	53	28	28
	DVDs	309	224	230	186	205	355
	Audio CD Books	105	87	103	67	70	100
	Magazines	67	42	33	36	27	37
	Other (puzzles, passes,	104	50	61	84	59	65
	Loaned to Other Librari	242	230	236	198	177	235
Electronic	E-Checkouts Hoopla	267	264	285	295	315	343
	E-Checkouts Libby	231	216	243	213	192	255
	E-Checkouts Magazines	179	186	218	215	217	229
	BookFlix (Juv)	14	34	11	7	0	0
		August	Sep	Oct	Nov	Dec	Jan
Circ Total		4594	3672	3831	3954	3626	4316
Electronic Total		691	700	757	730	724	827
Attendance		2,106	1,621	1,804	1,855	1,606	2,010



Top 3 Facebook Posts for January:

- Thelma Movie Night, first post (1/3) - 1,216 people reached ; 6 likes ; 5 shares
- Thelma Movie Night, second post (1/7) - 1,119 people reached ; 4 likes ; 5 shares
- Art for All, with art samples (1/12) - 1,085 people reached ; 4 likes ; 4 shares

January Program Attendance:

Program	Date	Attendance	Age Group
Love2Sign	1/2, 9, 16, 23	29	Children
American Girl Doll Club	1/2	4	Children
Mythical Beasts Collage	1/4	19	Children
Tales for Tots	1/7, 14, 21	32	Children
Adult Movie Night: Thelma	1/8	6	Adults
Homeschool Book Club 11 – 13 y.o.	1/9	3	Children
Music w/ Margie	1/10, 17, 24, 31	34	Children
Seniors Writing	1/10, 17, 24, 31	11	Adults
Surprise Saturday	1/11, 18, 25	33	Children
Art for All: Baroque	1/13	3	Adults
LEGO STEM Club	1/14	6	Children
Book Club Combo Meeting	1/15	18	Adults
Pajama Storytime	1/16	4	Children
Homeschool Book Club 8 – 10 y.o.	1/21	4	Children
Do You Want To Create A Snowman	1/21	12	Children
Drive-In Movie Nite	1/23	5	Children
Spark Creativity	1/28	12	Children
Celebrate The Year Of The Snake	1/29	12	Children
Paws 2 Read	-	6	Children
	Total:	253	

CFMC Grant: Ben Sodergren attended the required webinar covering PR and evaluation for the grant. The check is expected to arrive before the end of the month.

Network Upgrade: As of 2/19, the installation of the five new Wi-Fi access points and wiring was complete. Bibliomation tech staff plans to activate the access points and complete the planned changes to the library's Wi-Fi SSIDS on Friday 2/21. Due to challenges in the layout of the building, the locations of some of the new access points changed from the original plans, but the installation team is confident that they'll still provide full coverage to the intended areas (including the backyard and north parking lot).

E-Rate Internet Access: Since the State Library was unable to do competitive bidding for our internet access this year (as they have in the past), we have filed FCC Form 470 to collect and evaluate the bids ourselves. A winning bid will be selected after 28 days have passed, in late March.

Legislation: Two bills concerning eBook and eAudio licensing have been introduced in the CT legislature this year: H.B. 6958 and H.B. 1234. Both cover similar ground, and both are similar to the failed eBook bill that was introduced last year.

As it currently stands, libraries are charged multiple times the price of a physical book for the electronic version of the same book, and those eBooks are leased in such a way that they disappear after two years or a certain number of circulations. For popular books, this forces libraries to pay multiple times to re-lease the same book. This leads to scenarios where libraries can spend the bulk of their e-materials

budget on just renewing leases for their collections, rather than adding new materials. If passed, the bills would prohibit libraries from entering into contracts with publishers that contain these restrictions, with the intent of making electronic materials more affordable to libraries.

The other bill to keep an eye on this session is S.B. 1271, which is being marketed as the “Don’t Ban Library Books Act”. The bill would prohibit libraries from excluding books from their collection due to their origin, authors, background, or views. It would also require libraries to have policies for book curation and removal, along with a material reconsideration process, and it would protect library staff from criminal and civil liability. This has, of course, been controversial.

We do already have the collection development/management/reconsideration policies that the bill would require, as the state library has also required them for libraries to be eligible for some state funds. If passed, it is possible that our existing policies would need to be revised to include some of the language of the bill.

Killingworth Library Assoc., Inc. CASH REPORT

January 31, 2025

WEBSTER CHECKING ACCOUNT

Beginning Balance \$6,098.55

	<u>Current Month</u>	<u>Prior Months</u>	<u>Total to Date</u>
REVENUES			
Book Sales	173.25	1,678.85	1,852.10
Fund Raising			
Annual Fund	2,701.00	10,869.00	13,570.00
60-for-60 Fundraiser		1,468.00	1,468.00
Golf Tournament			0.00
In House Sales Items	138.00		138.00
Amazon Smile/iGive/PayPalGiving			0.00
Art Sales			0.00
Miscellaneous		4,920.00	4,920.00
Gifts Received	65.00	1,001.50	1,066.50
Grant Income		1,300.00	1,300.00
Rental Income			0.00
Miscellaneous Income	0.99	94.90	95.89
Town Contribution	136,875.00	136,875.00	273,750.00
User Fees	112.75	1,026.50	1,139.25
TOTAL RECEIPTS	\$140,065.99	\$159,233.75	\$299,299.74
DISBURSEMENTS			
Books	2,926.50	17,812.08	20,738.58
Computers	290.92	639.25	930.17
Consortium Expenses		8,956.33	8,956.33
Copier Lease	184.68	1,217.38	1,402.06
Dues & Professional Dev.		746.67	746.67
Fundraising Expenses	1,584.77	73.39	1,658.16
Goodwill/Public Relations		240.00	240.00
Earmarked Expenses			0.00
Insurance			
Health	2,306.50	13,308.47	15,614.97
Liability/WC/D&O		182.32	182.32
Library of Things		957.40	957.40
Maintenance	722.76	5,021.61	5,744.37
Museum Passes		375.00	375.00
Office (supplies, equipment, fees)	743.27	2,719.08	3,462.35
Payroll Expenses	21,895.20	100,528.49	122,423.69
Programs - Adult	33.86	78.48	112.34
Programs - Children	975.61	1,014.97	1,990.58
Seed Library			0.00
Subscriptions	287.05	2,314.49	2,601.54
Unemployment Compensation	79.10	323.93	403.03
Utilities			
Electric	709.10	4,945.94	5,655.04
Oil	1,271.81	2,545.36	3,817.17
Telephone	132.07	808.78	940.85
To Petty Cash			
TOTAL DISBURSEMENTS	\$34,143.20	\$164,809.42	\$198,952.62
Transfer from Endowment			
Transfer from/to Money Market	(106,875.00)		
Transfer from/to Encumbered Savings			
Ending Checking Balance	\$5,146.34		

WEBSTER BUSINESS MONEY MARKET		Beginning Balance	\$31,118.46
Deposits	136,875.00		
Withdrawals	30,000.00		
Interest Income	382.65		
Bank Charges			
		Ending Balance	\$138,376.11

ENCUMBERED SAVINGS (WEBSTER)
NEIGHBORHOOD ASSISTANCE FUNDS

Deposits	0.00	Beginning Balance	\$3,727.49
Withdrawals	0.00	Ending Balance	\$3,727.49

ENCUMBERED FUNDS

Deposits	224.68	Beginning Balance	\$54,855.83
Withdrawals	0.00	Ending Balance	\$55,080.51

BUILDING FUND

Deposits	0.00	Beginning Balance	\$10,065.23
Withdrawals	0.00	Ending Balance	\$10,065.23

Interest Income	230.26	Total Ending E.S. Balance	\$69,103.49
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KILLINGWORTH LIBRARY ASSOCIATION, INC.
Endowment Report for Morgan Stanley Smith Barney
For the Period ending January 31, 2025

ACCOUNT SUMMARY

Bond Account

	Begin. Value	Account Activity	Ending Value
Cash and Money Fund	\$6,906.10	\$2,095.07	\$9,001.17
Certificates of Deposit	\$0.00	\$0.00	\$0.00
Taxable Bonds	\$470,576.34	\$425.49	\$471,001.83
Mutual Bond Funds	\$0.00	\$0.00	\$0.00
	\$477,482.44		\$480,003.00

Stock Account

	Begin. Value	Account Activity	Ending Value
Cash and Money Fund	\$4,386.94	(\$293.04)	\$4,093.90
Equities	\$465,401.11	\$14,735.51	\$480,136.62
EFTs (Exchange-Traded Funds)	\$111,069.00	\$4,693.50	\$115,762.50
Certificates of Deposit	\$0.00	\$0.00	\$0.00
	\$580,857.05		\$599,993.02

TOTAL ENDOWMENT \$1,079,996.02

INCOME SUMMARY - Interest and Dividends

Bond Account: \$2,095.07
 Stock Account: \$323.62

TOTAL INCOME THIS PERIOD: \$2,418.69

TOTAL INCOME PRIOR MONTHS: \$20,734.43

TOTAL INCOME THIS FISCAL YEAR: \$23,153.12

75% of Income To Date: \$17,364.84

Killingworth Library Association, Inc.

Bylaws

Adopted by the Board of Directors October 23, 2023

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Bylaws

Article I **NAME**

The name of this non-profit corporation is the Killingworth Library Association, Inc.

Article II **MISSION**

The Killingworth Library is a resource for all the residents of Killingworth. The building provides meeting space for community groups, a children's room, areas for quiet reading and study, and computer stations. The library offers a variety of materials, including popular fiction, non-fiction, reference, periodicals, and multimedia resources. It is committed to the maintenance of a computer network that will enable library users to access information, including the Internet, and process written work. Furthermore, by sponsoring programs and exhibits of interest to residents, the Killingworth Library continues to be a focal point of learning and an activity center for the town.

Article III **BOARD OF DIRECTORS**

Section 1: Powers and Duties

The Board of Directors will manage the business, property, and affairs of the library and may exercise all the powers of the library and delegate any and all such powers as they see fit, subject only to restrictions imposed by statute, the certificate of incorporation, and these bylaws.

Section 2: Number and Term of Directors

- (a) There will be nine or more directorships, provided that the number of directors will not exceed eighteen in number at any one time. Two directors of the Board will be appointed by the Board of Selectmen. One voting directorship will be a one-year, renewable for one additional year appointment, to be held by a high school student to be nominated by a school representative familiar with the student, such as a teacher, librarian, or guidance counselor.
- (b) Each director will serve a term of three years. There will be an equal number of directors each year to ensure that no more than approximately one-third goes off the Board in any year.
- (c) Each director may serve for two consecutive terms; however, directors may be asked by the Nominating Committee to sit for additional term(s) or may be re-elected after a one-year absence with the Board's approval. Directors who cannot complete their term of office may withdraw by submitting a letter to the president of the Board.
- (d) Members of the Board will be elected for their respective full three-year terms at the Annual Meeting (see Article VI, Section 2). In the event of failure to hold an Annual Meeting, the Board of Directors may elect directors at a special meeting called for that purpose.
- (e) The Nominating Committee will recommend new directors and a slate of officers to the Board of Directors at the October meeting. All directors will be residents of the town of Killingworth; however, at the discretion of the Board, the residency requirement may be waived. The Nominating Committee will consider persons of proven judgment, special achievement, and differing perspectives, as well as those with knowledge of financial, community, or library matters. Voting to accept the nominations will occur at the November meeting of the Board of Directors for a vote at the December Annual Meeting. New directors' terms will begin with the January meeting.
- (f) Attendance at Board meetings is an obligation of Board membership. Failure to attend 3 scheduled meetings in one 12-month period, without due notification, will be acknowledged as a de facto resignation from the Board.
- (g) Each member should serve on at least one standing committee.

Section 3: Vacancy

- (a) The Board of Directors may fill any vacancy on the Board at any regular meeting providing names for such vacancies have been submitted by the Nominating Committee at a previous meeting or written notification has been sent to each member at least ten days in advance.
- (b) The Board of Selectmen will fill vacancies of any town-appointed members. The town-appointed members will be the primary liaisons with the town government and as such must have familiarity with both the library's physical plant and its finances.
- (c) A director elected to fill a vacancy will serve out the term of the director whose place he/she was elected to fill. This term will be considered as the first term of the new director.

Section 4: Requirements and Training

- (a) All newly elected directors will be provided an informal orientation program which will consist of a brief description of the library's goals and the duties and purpose of the Board. In addition, each member will receive a Board of Directors manual.

Section 5: Committees

- (a) The Board of Directors will include the Standing Committees designated in these bylaws and may, by resolution of a majority of the entire Board, constitute one or more other Standing or Special Committees. By resolution adopted by a majority of the entire Board, the Board of Directors may terminate any committee, Standing or Special. Any Standing or Special Committee will have and may exercise all authority of the Board of Directors to the extent provided in these bylaws or by any Board resolution constituting such committee, or otherwise dealing with the scope of its powers.
- (b) The following Standing Committees of the Board of Directors will be established and maintained by the Board, and the president will designate directors to serve on these committees:
 - (i) Executive Committee: The Executive Committee will consist of the officers of the Board of Directors. The Executive Committee will have full power and authority to transact and conduct the business and affairs of the corporation in the interim between the meetings of the Board of Directors, provided, however, that any action so taken will not contravene the corporation's objectives, purposes, policies or any express direction of the Board of Directors. At each meeting of the full Board of Directors, any actions taken by the Executive Committee since the last meeting of the full Board of Directors will be communicated to the Board of Directors.

The Executive Committee serves as the Personnel Committee, comprising the officers of the Board and any other Board members with relevant expertise. This committee will be responsible for those matters that directly concern the library staff and will annually evaluate the Library Director.

The Executive Committee will also be responsible for working with library staff to develop and update the Library's strategic plan for the management of the library's collection, programs, and facilities.

The Executive Committee will be responsible for assuring the orientation of each new director in accordance with Article III, Section 4. If it is found that a director is not capable of carrying out the mission of the library, the president will discuss the same with the director in an effort to allow for improvement. If improvement does not occur, the Executive Committee may then request the resignation of the director.

(ii) Fundraising Committee: The Fundraising Committee will participate in the implementation of a fundraising plan that supports the short- and long-term financial needs of the library; establish subcommittees as needed to assist in various fundraising activities and campaigns; and promulgate and review annually the policies and procedures which govern the operation of fundraising activities to ensure that all activities meet applicable standards for fundraising.

(iii) Nominating Committee: The Nominating Committee will recommend new directors and a slate of officers to the Board of Directors. Qualifications and procedures for nomination are outlined in Article III, Section, 2e.

(iv) Governance and Bylaws Committee: The Governance and Bylaws Committee will review and oversee the revision of bylaws. This committee will also have the responsibility of reviewing and proposing amendments to these bylaws as set forth in Article XII and Article XIII.

This committee will also have the responsibility of working with staff to create, review, and revise a comprehensive set of policies for the library. Policies will be reviewed on an ongoing basis and will be revised as necessary or desired for the efficient operation of the library.

(v) Budget and Finance Committee: The Budget and Finance Committee will develop, approve, and oversee the implementation of the annual budgets for library operations and capital expenditures; and will develop and oversee the implementation of policies for investment of library funds.

(vi) Building and Grounds Committee: The Building and Grounds Committee will be responsible for various aspects of construction, renovation, maintenance, improvement, or expansion of the physical plant, grounds, property, and equipment of the library. The committee will abide by the lease agreement with the Town of Killingworth dated August 30, 1993.

(vii) Grants Committee: The Grants Committee will work with library staff on grant applications and the distribution of monies made available to the library through grants.

Section 6: Record of Proceedings; Other Responsibilities

(a) The Board of Directors will ensure that accurate and complete records of its proceedings are made. Such records will be retained for future reference.

(b) The Board of Directors will approve an annual operating budget and long-range plans and monitor implementation of both.

Article IV OFFICERS

Section 1: Election of Officers

The officers of the corporation will consist of the president of the Board of Directors, one or more vice-presidents, a recording secretary, a corresponding secretary, and a treasurer. These officers will be members of the Board and will be elected at the Annual Meeting of the Board to serve for a one-year term or until their successors have been duly elected and qualified. If an opening occurs during the year, a nomination to fill the position may be made by any Board member 7 days in advance of a vote being taken at a meeting or by email.

Section 2: Powers and Duties

The respective officers of the corporation will perform such duties and have such powers as are ordinarily performed and possessed by similar officers of similar corporations and will perform such other duties and have such powers as may from time to time be conferred or assigned to them by the Board of Directors.

Article V **ADMINISTRATIVE STAFF**

Section 1: Duties of the Library Director

- (a) The Board of Directors will select and appoint a Library Director who will be the chief staff person and who will serve at the pleasure of the Board of Directors. The person selected will be qualified by education and training or experience to serve as Library Director.
- (b) The Library Director will be delegated the responsibility for overall supervision of the library. The Library Director will act as the duly authorized representative of the Board of Directors in all matters in which the Board of Directors has not formally delegated some other person to so act.
- (c) The Library Director will have the responsibility for assuring the Board of Directors that the quality of library services is the highest achievable.

Article VI **MEETINGS**

Section 1: Regular and Special Meetings

There will be a regular meeting of the Board of Directors each month of the calendar year, unless otherwise determined by the Board of Directors. Special meetings of the Board of Directors may be called by the president. Special meetings must be called at the written request of one-quarter of the members of the Board.

Section 2: Annual Meeting

The Annual Meeting of the Board of Directors will be held on a date in December, determined by the Board, to elect officers and directors.

Section 3: Quorum

The quorum for a Board meeting will consist of fifty-one percent of the duly qualified members of the Board of Directors listed at the date of the Board meeting.

Article VII **NON-PROFIT**

No director, trustee, officer, agent or employee of this corporation will at any time receive or be entitled to receive any compensation or pecuniary profit from the operation of the corporation or upon its liquidation or dissolution, except reasonable compensation for services rendered to the corporation in effecting one or more of its objects or purposes, or as a direct or indirect beneficiary of its said non-profit purposes.

Article VIII **OFFICE**

The principal operation of the corporation in the State of Connecticut will be located in Killingworth, Connecticut 06419.

Article IX **FISCAL YEAR**

The fiscal year will be from July 1 to June 30.

Article X **ACCOUNTING**

The financial records for the corporation will be kept in compliance with generally accepted accounting principles. The Treasurer will prepare monthly reports on income and expenditures (Cash Report) and investments (Endowment Report) and provide these to the Board. At the end of the fiscal year, a full year's income and expense report will be prepared and provided to the Finance Committee. The Treasurer will also ensure that all required IRS filings, payroll tax payments and

filings, unemployment tax payments and filings, and state tax payments and filings are completed in a timely manner. A review of the financial records may be requested by the Board at any time.

Article XI **DISSOLUTION**

In the event of dissolution of the corporation, the assets will be assumed by the Town of Killingworth if approved at a town meeting. If the town does not assume the assets, then the Board of Directors will determine the disposition and distribution of the assets to established educational or charitable organizations.

Article XII **AMENDMENTS**

These bylaws may be amended, altered, or repealed at any duly called and constituted meeting of the Board of Directors, regular or other, by a two-thirds vote of the Board, providing notice of the proposed alteration, amendment or repeal has been given in writing in the notice of the meeting at least ten days prior to the scheduled date of the meeting, provided, however, that there is no power to alter, amend, or repeal the bylaws in such manner as to permit any director, officer, trustee, agent or employee of the corporation ever to receive any compensation or any pecuniary profit from its operation (except reasonable compensation for services actually rendered to the corporation in effecting one or more of its purposes) nor to receive any part of the property or assets of the corporation upon its dissolution or termination.

Article XIII **REVIEW OF THE BYLAWS**

These bylaws will be reviewed annually at a meeting of the Board of Directors by the Governance and Bylaws Committee designated under Article III Section 5(b)viii. Any recommendation for amendment will be presented to the Board according to the procedure outlined in Article XII.

Appendix A

Qualifications of Board of Directors Members

Every new director brings to the Board of Directors his/her personal experience, skills, and talents which can benefit the library. Common sense, clear-sighted political know-how, and leadership lead the valued assets one can bring to the Board.

Good directors will qualify themselves as they serve. Experience is a great asset; however, effective performance is based on the following traits:

- Willingness to learn about the library and to devote time and effort to the duties of a director
- Reasonably good health and stamina to attend the required meetings and to carry out designated tasks
- Realization of the importance of the library and its role in the community
- Rapport with the community and the forces that affect the library
- Ability to work well with others and to listen effectively
- Ability to plan, carry out plans, and demonstrate skills in Board management
- An open mind, intellectual curiosity, sound judgment, a sense of fiscal responsibility, legal understanding, and political awareness
- Willingness to participate with local, state, and national library leaders and directors to improve library service on all levels
- Willingness to serve on at least one Board committee
- Meeting attendance is an obligation of Board membership. Failure to attend 3 or more meetings without proper notification will be considered a de facto resignation