RUSSELL LIBRARY
123 Broad Street, Middletown, CT 06457
Hubbard Room of the Russell Library
Tuesday, September 20, 2016
6:00PM – 6:30PM – Supper Available
6:30 PM – Meeting Begins

Agenda

1. **Call to Order at 6:30PM - Geen Thazhampallath, President**
2. **Public Session/Comment** (Appx. 5 minutes)
3. **Approval of Minutes** (Appx. 5 minutes)
    a. **ACTION ITEM**: Regular Trustees Meeting (June 21, 2016)

4. **Executive Session** (Approx. 10 minutes)
    a. Vision, strategic planning, and design contract discussion
    b. Collective bargaining agreement discussion

5. **Special Presentation** (Approx. 20 minutes) – Middletown's Children: A Reference Guide from the Middlesex Coalition for Children
    Presenter: Izzi Greenberg

6. **CEO's Report** (Approx. 25 minutes)
    a. Status of logo and rebranding project and the public survey results
    b. General update

7. **Old Business** (Approx. 15 minutes)
    a. Building alteration project

8. **New Business** (Approx. 30 minutes)
    a. Benefit Language Revisions pertaining to: Chief Executive Officer (formerly known as Director) (1), Chief Public Services Officer and Chief Administrative Services Officer (formerly known as Asst. Directors) (2), Administrative Asst. (new position) (1), Director of Property Management and Security (formerly known as Head of Facilities and Security (1), and Director of Finance and HR Administration (new position) (1)

        i. **ACTION ITEM:** Motion- That the positions of Chief Executive Officer (Matthew K. Poland), Chief Public Services Officer (Brandie Doyle), and Chief Administrative Officer (open) shall be

provided with the same benefits structure, during employment and upon retirement as the City of Middletown Exempt Management group as outlined in the City's Personnel Rules.

ii. **ACTION ITEM:** Motion: That the positions of Director of Property Management and Security (Robb Prchal) and Director of Finance and HR Administration (Lynn Harlow) shall be provided with the same benefits structure during employment and upon retirement as detailed in the Russell Library Company and AFSCME Local 1303-85 collective bargaining agreement for 2014 to 2017.

iii. **ACTION ITEM:** Motion: That the position of Administrative Assistant (open) shall be provided with the same benefits structure during employment and upon retirement as detailed in the Russell Library Company and AFSCME Local 1303-85 collective bargaining agreement for 2014 to 2017.

b. **Discussion/ first reading/review:** By-Law Revisions presented by **Bruce Markot, VP and Policy Committee Chair**

i. **Note:** second discussion/reading/review of by-law change recommendations with first vote scheduled for the October meeting & second vote at the November meeting.

9. **Committee Reports and Recommendations**: (Approx. 10 Minutes)

a. Finance & Audit Committee Report(s)-**Andy Becker, chair**

b. Policy Committee Report-**Bruce Markot, chair**

c. Facilities & House Committee Report-**Steve Nelson. Chair**

d. Human Resources Committee Report-**Tisha Zawisky, chair**

10. Adjournment: (Approx. Target 8:30PM)

NOTE: Supper will be available for trustees starting at 6:00PM. The meeting will start promptly at 6:30PM.