

**LUCY ROBBINS WELLES LIBRARY
BOARD OF DIRECTORS MEETING
APRIL 11, 2011**

BOARD MEMBERS IN ATTENDANCE

Dennis Doyle, Pauline Kruk, Iris Larsson, LeeAnn Manke, Eric Rothauser, Neil Ryan, Diane Stamm, Trudie Walker

BOARD MEMBERS ABSENT

Paul Crosswaith, Anna Eddy, Judy Igielski, Alan Nafis, Maureen O'Connor Lyons, Tony Palermino

STAFF

Donna Miller, Library Director
Lisa Masten, Assistant Library Director
Gail Whitney, Secretary for the Board

TOWN COUNCIL LIAISON

Kris Nasinnyk

TOWN COUNCIL LIAISON ABSENT

David Nagel

BOARD OF EDUCATION LIAISON ABSENT

Sharon Braverman

FRIENDS

Brian Wood

GUEST

Patti Everett

CALL TO ORDER

The meeting was called to order by Eric Rothauser at 7:08 PM.

I. ROLL CALL

II. SECRETARY'S REPORT/COMMUNICATIONS/MINUTES

Eric reported for Judy who was not in attendance and stated there were no communications.

MOTION: LeeAnn Manke made a motion to accept the minutes of the regular monthly meeting of March 14, 2011, Diane Stamm seconded the motion, and the motion to accept the minutes of the regular monthly meeting of March 14, 2011 was unanimously approved with an 8-0 vote.

III. PUBLIC PARTICIPATION

There was no Public Participation.

IV. TREASURER'S REPORT

Iris stated she had no report.

V. LIBRARY DIRECTOR'S REPORT

Donna thanked the Board for the welcoming day flowers and the freshly painted office. She also thanked the Friends for the “goodie” basket. She specifically thanked Lisa for bringing the beautiful tulip bouquet and for getting the office ready. Donna indicated that Lisa really paved the way during her nine months as acting director and she made it very easy for Donna’s transition. She stated that after her first week here she really learned that she needs to build a history with Newington after having been in Avon for 26 years. She attended Town Council meetings, Library Board meetings, the Spelling Bee, and the Chamber’s Home and Business Showcase. She is really enjoying working with the staff and she has met so many great people. Lisa brought Donna to Town Hall to introduce her to the Department Heads. She will also be the guest speaker at the Rotary luncheon on May 11th.

Donna also attended the budget hearings. On March 8th Lisa, Eric, and members of the Library Board presented their 2011-2012 budget to the Town Manager. The Library’s budget needed to be cut \$7,000 which includes library materials and postage. There was no reduction in library hours or personnel. The Town Council is scheduled to approve the budget on April 12th and the library’s budget is expected to be approved as presented.

In Library statistics, circulation is up 4½ % over last March’s figures.

April 10 – 16 is National Library Week; staff is wearing special pins honoring this week. On Wednesday the Library will participate in Snapshot Day. Pictures will be taken throughout the day and survey forms will be offered to patrons to complete.

Donna stated that in the Library’s packet they had an article on E-books. Lisa will speak more about this in her report.

VI. ASSISTANT LIBRARY DIRECTOR'S REPORT

Lisa reported that she attended a program at the Darien Library on Trendspotting. With regard to the article on E-books, the 27 libraries that are in the consortium subscribe to a

program called Overdrive. This program allows E-books to be downloaded to these libraries. Publisher Harper Collins is limiting the circulation of E-books to 26 times; other publishing companies are also considering time limitations on downloading E-books.

Lisa stated that the statewide ConnectiCard system funds through the State Library's budget may be cut. This is a statewide delivery system where books can be dropped off at any library to be returned to the original library that they were checked out from.

With regard to personnel issues, Kathy Merlino gave her two week notice in March and has since left the Library and moved to Sedona, Arizona. Kathy was the Library's longest part-time employee. Her part-time position is now open.

VII. FRIENDS OF THE LIBRARY

Brian Wood reported that the Friends are sponsoring a bus trip to New York City on Saturday, April 16th and there are three spots left. The spring book sale is scheduled for April 29th, 30th, and May 1st. The Friends 50th Anniversary gala is scheduled for June 18th and will be held at the Sphinx Shrine; there is a form for tickets to this event in the Board's packets.

VIII. COMMITTEE REPORTS

A. PEP (Planning, Evaluation, Policy)

1. Resignation of Town appointee to Board

Trudie reported that Sue Halpin has resigned from the Library Board. Eric read Sue's resignation letter. Trudie will contact the Republican Town Committee to get information on possible candidates to fill this Library Board position.

B. Investment Committee

Neil reported that the Investment Committee has scheduled a meeting with Carol Pekrul for June 8th at 6:30 PM. The Investment Committee meets with Carol every six months. Neil stated that funds for the past quarter had a 6% increase.

C. House Committee

Diane reported that the Committee met after the March Board meeting and members signed up for specific projects such as shutters, fence, and bike rack. Research will be done on costs for these projects and Diane hopes to have some information to share with the Board at the May meeting.

D. Facility and Site

1. Parking Lot Changes

Maureen was not in attendance. The Board had a diagram of the parking lot changes in their packets. Lisa explained the diagram and the flow of traffic, the removal of the barriers, and that the entrance from Cedar Street will continue to be closed. There were suggestions about adding specific signage such as painted arrows and stop signs to this area so patrons will know exactly how to follow the traffic flow.

E. Fund Development

LeeAnn reported that she has not met with Donna yet on Fund Development. She is aware that Donna is in possession of the materials that Marian left, and hopes to meet with her soon. The Friends distributed Legacy Fund flyers at the Showcase.

F. Budget

1. Budget Update

Alan was not in attendance. The Town Council questioned the Library's personnel overtime. It was explained that full time staff work hours from Monday through Saturday and according to their Union contracts, any work on Sunday is considered overtime. Full time staff has priority in accepting Sunday hours.

Kris explained that some of the Town Councilors don't have a good feel for what is done at the Library. When specific cuts were proposed by the Town Council, Kris explained how those cuts would harm Library services. She stated that at the first public hearing many people spoke in favor of the Library services and opposed to any cuts. Eric thanked Kris for her support of the Library. Eric also stated that the Library's budget is only 2% of the Town's budget.

Donna stated that she would like to invite the Town Councilors to tour the Library and make them aware of the services that are provided to patrons.

IX. OLD BUSINESS

A. Library Road Race

The Race Committee met this evening. Sponsors include the Giantonio Family and Keeney Manufacturing. Lisa had the registration forms available and distributed them to the Board members. The Friends will provide water. Veggie World will provide refreshments. A medal will be given to an individual who has run the race for the past 10 years. To date, 27 on-line registrations have been recorded.

B. Hanel Event

The Hot Cat Jazz Band performed on Sunday, March 27th at 2:00 PM. There were 170 people in attendance. Donna and Lisa both attended and said people were very entertained by this band; some people got up and danced.

C. Staff Appreciation Event

Anna was not in attendance. Iris reported that The Webb Barn, 211 Main Street, Wethersfield has been booked for Friday, May 13th, the caterer hired, a jazz trio will perform, and Trudie and Judy have sent out invitations. Diane stated that thanks are to go out to Anna and Iris for putting this event together so quickly. Iris indicated that Anna did most of the work. Eric thanked Anna, Iris, Trudie, and Judy for working on this Staff Appreciation Dinner. As in the past, the Board will pay for themselves to attend this event.

X. **NEW BUSINESS**

Iris indicated that Maureen is doing well and said to say hello to everyone.

Diane stated that her sister received a business card from a gentleman who takes used paperbacks to prisons. Diane stated if there are any leftover paperback books from the Friends Book Sale, this gentleman can be contacted to retrieve them.

XI. **PUBLIC PARTICIPATION**

Patti Everett stated that her background is in gerontology and she also used to be the Children's Library Assistant here. She said she has been to many libraries in other towns, and this Library has excellent services for the senior population. She thinks it is great how the Library and the Senior and Disabled Center work together.

XII. **ADJOURNMENT**

MOTION: Trudie Walker made a motion to adjourn, Iris Larsson seconded the motion, all were in favor, and the motion to adjourn was unanimously accepted with an 8-0 vote at 8:19 PM.