

**LUCY ROBBINS WELLES LIBRARY
BOARD OF DIRECTORS MEETING
DECEMBER 14, 2009**

BOARD MEMBERS IN ATTENDANCE

Paul Crosswaith, Dennis Doyle, Judy Igielski, Iris Larsson, Maureen O'Connor Lyons, Tony Palermino, Eric Rothauser, Neil Ryan, Diane Stamm, Trudie Walker

BOARD MEMBERS ABSENT

Anna Eddy, Sue Halpin

STAFF

Marian Amodeo, Library Director
Lisa Masten, Assistant Library Director
Gail Whitney, Secretary for the Board

TOWN COUNCIL LIAISON

Kris Nasinnyk

FRIENDS MEMBERS

Mary Jane Michaels

CALL TO ORDER

The meeting was called to order by Eric Rothauser at 7:03 PM.

Eric commented that Richard Jaworski and Sue Wright are no longer on the Board of Trustees. He stated that they were wonderful Board members, volunteered their time, strong supporters of the Library, and thanked them for their service to the Board. He remembered when he first came on the Board and Marie Dowling made the comment that the Library Board is not political and non-partisan, and people leave their political affiliations at the door; the privilege to serve on the Library Board is to serve and support the Library. He went on to say that three new members will be sworn in in the near future and will be in attendance at the January Board meeting. Those three new members are Alan Nafis, LeeAnn Manke, and Pauline Kruk.

Eric also commented that he would like to discuss putting together a subcommittee to review the Library Board's By-Laws. These By-Laws have not been reviewed since 2003. This will be further discussed under New Business.

I. ROLL CALL

II. SECRETARY'S REPORT/COMMUNICATIONS/MINUTES

Judy showed the Board two thank you notes; one from the Staff for the Staff Appreciation Event, and the other from Elaine Brasile for the Staff Appreciation Event.

She also asked the Board that if a specific card or note should be sent to an individual who is ill, has passed away, etc., to please notify her.

Judy also commented that the Town Council thinks of the Library Board as a Board of Directors, when in fact it is a Board of Trustees, and this is stated in the Charter Revision. Iris commented that there should be a definition of the Library Board's fiduciary relationship. A comment was made that the Charter Revision was never approved; however should this revision come up again in the future, the wording should be noted.

MOTION: Trudie Walker made a motion to accept the minutes of the regular monthly meeting of November 9, 2009, Maureen O'Connor Lyons seconded the motion, and the motion to accept the minutes of the regular monthly meeting of November 9, 2009 was unanimously approved with a 10-0 vote.

III. PUBLIC PARTICIPATION

Kris Nasinnyk thanked the Board for their card regarding her father's passing. She reported that Tony Boni has resigned from the Town Council, and there is a possibility that David Nagel will be returning to the Town Council. Should that be the case, David Nagel and Kris will once again alternate the Library meetings as their liaison position. She also commented that at the last Town Council meeting she mentioned the need for lighting along the sidewalk towards the Garfield Street parking lot.

IV. TREASURER'S REPORT

Iris had no report.

V. LIBRARY DIRECTOR'S REPORT

Marian reported that there are some personnel matters: Peg Counihan will be on an extended medical leave through January; Joe DiNardi has resigned his position of part-time Librarian I, and Margery Guest has resigned her position as Library Substitute.

Last week Marian had the opportunity to give new Town Councilor Meg Casasanta a tour of the Library. She is planning on offering this same opportunity to new Town Councilor Scott McBride.

The Town's facility manager has sent in a grant request for the HVAC and notification of this should be made by January 31, 2010. The roof mounted air conditioning handling unit is in need of replacement.

Calculated Library statistics include increases of 31% in webpage visits, and Sunday circulation has increased 22% over last year's figures. The job support/job seeker series continues to be popular and more programs will be held in January. Teen activities include an Anime Club beginning in January. There was also a new Lego Club in the Children's Department that was so popular, people had to be turned away.

VI. ASSISTANT LIBRARY DIRECTOR'S REPORT

Lisa reported that due to trademark issues, the Lego Club will now be called the Construction Club. The Adult Winter Reading (Feed Your Mind) kick-off will be during the day and evening on January 13th. The Children's Winter Reading (Chew on a Good Book) kick-off will be on January 15th. The teen webpage is presently being redesigned. More short "how-to" videos are being prepared for the webpage.

VII. FRIENDS OF THE LIBRARY

Mary Jane Michaels reported that Tellebration held on Saturday, November 14th was very successful. The Friends have cleaned up the room downstairs, it was painted, and are now using only one room for the sorting of books. The November 21st and 22nd Fall Book Sale grossed over \$16,000. The next book sale will be in May.

VIII. COMMITTEE REPORTS

A. PEP (Planning, Evaluation, Policy)

1. Opening for a Democratic Appointment to the Board

Trudie reported that three new Board members will be sworn in and will be in attendance at the January Board meeting.

B. Investment Committee

Neil reported that the Committee will be meeting with Carol Pekrul on January 20, 2010 at 6:30 PM. He has also been in touch with Oakmark to change the name of the Trustees.

C. House Committee

1. Report on Walk-through Library and grounds – December 5th

Diane reported that the walk-through took place on December 5th. The inside of the building looks good and only needs normal maintenance. The projects that the House Committee will be focusing on will be related to the outside of the building, such as the shutters and window trim painting. The large piece of beech wood is still on the property and she would like to know if anyone has any ideas of what to do with this piece of beech wood. Diane also mentioned that there are some furnishings, lamps, etc. in the storage area and she was thinking of holding a silent auction for staff and the Library Board so that this area can be cleaned up. She would put together a list of the items and send it out and put a closing date on it and the highest bidder would get the item. The Board thought this was a great idea.

D. Facility and Site

Iris stated she had no report.

E. Fund Development

Anna was not in attendance.

F. Budget

1. Report on Budget Committee Meeting and Budget Request for FY2010-2011

Maureen reported that the Committee met this evening and Marian presented the Committee with all the accounts. The Town Manager has asked for a 0% increase. After Committee discussion, it was decided that the materials budget request will include a 5% increase. The budget is due to the Town Manager on January 4, 2010.

IX. OLD BUSINESS

A. Expansion Study Update

Marian reported that staff met with Kaestle Boos representatives Dave King and Elizabeth Berman on November 11th to discuss the result of the assignments given to the Staff. There was a lot of brainstorming and feedback and this information was compiled. This document was distributed to the Board. Eric asked the Board if they felt it was too early to form a building committee. Maureen suggested that this document be under the auspices of the Facility and Site Committee. Diane suggested that the Board should first review the document and submit any comments to Iris and the Facility and Site Committee. Iris would then compile these comments and would discuss them at the January Board meeting. Iris asked that all comments be emailed to her no later than January 5th for discussion at the January 11th Board meeting. Kaestle Boos will then be asked to attend the February meeting to discuss the Board's review of the document.

B. 5K Road Race

Eric reported that the 5K Road Race Committee will begin meeting at 6:30 PM prior to the January 11th Board meeting. He will contact Kevin Mason to make him aware of this meeting. Sponsorship should be finalized by the end of February.

C. First Amendment Issues – Cheshire Public Library

Marian reported that the book *In The Middle of the Night* is at the Cheshire Public Library and people who have placed this book on hold are taking it out. There will be a new Board in place in January and this issue may be revisited.

X. NEW BUSINESS

As Eric stated earlier, he would like to coordinate a committee to review the By-Laws. He asked the Board for comments. Maureen agreed that it is time to take a fresh look at the By-Laws. Iris is concerned about the Board becoming political. Diane thought that the PEP Committee should not be in charge of reviewing the By-Laws because all new Board members serve on this Committee and would be unfamiliar with this document. Dennis, Judy, Paul, and Trudie all agreed with the comments being made. There are nine corporate positions, and six Town appointed positions that are the responsibility of the Town Council. The By-Laws and the Charter should be looked at side-by-side. Additional comments were made about continuing with a non-partisan feeling of the Library Board; everyone sits at this table with a common goal and that is the welfare of the Library. It was also stated that it should be stressed to the new Board members to leave their politics at the door. **MOTION: Tony Palermino made a motion to form a subcommittee to review the By-Laws, Dennis Doyle seconded the motion, all were in favor, and the motion passed unanimously with a 10-0 vote.** Tony, Dennis, Maureen, Iris, and Eric will serve on this subcommittee.

XI. PUBLIC PARTICIPATION

There was no Public Participation.

XII. ADJOURNMENT

MOTION: Maureen O'Connor Lyons made a motion to adjourn, Diane Stamm seconded the motion, all were in favor, and the motion to adjourn was unanimously accepted with a 10-0 vote at 8:15 PM.