

**LUCY ROBBINS WELLES LIBRARY
BOARD OF DIRECTORS MEETING
DECEMBER 13, 2010**

BOARD MEMBERS IN ATTENDANCE

Paul Crosswaith, Dennis Doyle, Anna Eddy, Judy Igielski, Pauline Kruk, Iris Larsson, LeeAnn Manke, Alan Nafis, Maureen O'Connor Lyons, Eric Rothauser, Neil Ryan, Diane Stamm

BOARD MEMBERS ABSENT

Sue Halpin, Tony Palermino, Trudie Walker

STAFF

Lisa Masten, Interim 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

Jeananne McMahon

CALL TO ORDER

The meeting was called to order by Eric Rothauser at 7:04 PM.

I. ROLL CALL

II. EXECUTIVE SESSION REGARDING LIBRARY DIRECTOR SEARCH

MOTION: Maureen O'Connor Lyons made a motion to go into Executive Session to discuss the Library Director search, Judy Igielski seconded the motion, all were in favor and the motion was unanimously approved at 7:04 PM. The meeting resumed at 7:40 PM.

III. SECRETARY'S REPORT/COMMUNICATIONS/MINUTES

Judy reported that Trudie had to have surgery on her leg and is now home; she will be having physical therapy at least three times per week.

MOTION: Diane Stamm made a motion to accept the minutes of the regular monthly meeting of November 8, 2010, Pauline Kruk seconded the motion, and the motion to accept the minutes of the regular monthly meeting of November 8, 2010 was unanimously approved with a 12-0 vote.

IV. PUBLIC PARTICIPATION

There was no Public Participation.

V. TREASURER'S REPORT

Iris reported that she has paid all the bills and there is approximately \$100,000 in the account. LeeAnn mentioned that the Friends made a deposit to Indian Hill Country Club to hold the date of June 18, 2011 for the 50th Anniversary Celebration. She was informed that this deposit was applied to Marie Dowling's party and therefore this date will no longer be available for the party. LeeAnn asked Iris to speak to Mary Woods about reimbursing the Friends for this deposit.

VI. ACTING LIBRARY DIRECTOR'S REPORT

Lisa reported that no date has been set for the HVAC project. The download station for MP3 players, phone, and e-readers is now up and running. More e-readers are being purchased. The Sliva event featuring author Karen Romano Young was held at Newington High School with 725 3rd and 4th graders. Lisa passed around Diane Durette's latest flyer on employment programs and computer classes.

The Friends gave the Library \$10,000 for their wish list. This money was used towards a Universal Class which features 500 on-line courses; this can be used by Newington residents only. Also purchased were digital cameras, a monitor in the lobby for the electronic bulletin board, teen games, future programs, and nooks.

VII. FRIENDS OF THE LIBRARY

Brian Wood reported that the Friends Tellebration held on Saturday, November 13th had 40 attendees. The Fall Book Sale raised over \$16,000. There will be a Wine and Cheese Social on January 21, 2011 celebrating the 50th Anniversary; tickets are \$10 in advance and \$12 at the door and will be held at the Library.

VIII. COMMITTEE REPORTS

A. PEP (Planning, Evaluation, Policy)

1. Discuss and Vote on Policy Changes

Pauline reported that the Committee reviewed the public network policy and had no problem with the changes that were suggested by Lisa. The suggestion made was when a patron goes on-line initially a document appears indicating that the patron must follow practices and agreeing with this policy. The software is not presently available, but should be soon.

MOTION: Paul Crosswaith made a motion to accept the changes to the public network policy as presented, Maureen O'Connor Lyons seconded the motion, all were in favor, and the motion passed unanimously with a 12-0 vote.

B. Investment Committee

1. Results of Meeting with Carol Pekrul

Neil reported that the Committee met with Carol Pekrul on November 17th and decided to move \$10,000 from a short term investment grade to a high dividend yield fund, both in the Vanguard family. There are plans to add monies to the Everbank account to have to cover any costs related to House Committee projects. At the present time, the Library's liquid assets are in good shape. A tentative meeting has been scheduled for late January.

C. House Committee

1. Walk-through With New House Committee Members – December 11th at 9:00 AM

Diane reported that the House Committee held their walk-through on December 11th at 9:00 AM. Those present were Diane, Lisa, Lynn, Pauline, Eric, and LeeAnn. Diane stated that the interior of the building is in good shape, with just some scuff marks, missing paint, water stains. The exterior needs more work with respect to the shutters, railings, bike rack, and the sign. The sign is rotting and it looks like it has been hit and is off its pedestal. The shutters on the side of the building facing Garfield Street are in better shape, so a temporary fix may be to switch those with other shutters that aren't in as good a shape. Diane also stated that the new cleaning crew is doing a great job.

D. Facility and Site

Maureen had no report and hopes to schedule a meeting with the Facility and Site Committee for January.

E. Fund Development

LeeAnn reported that she has received all the files from Anna and didn't realize how involved this Committee is. As per Anna's recommendation, LeeAnn is reviewing the PowerPoint presentation with a fresh set of eyes and she would like to meet with Lisa to go over a few things. LeeAnn will contact the Committee members to schedule a meeting for January.

F. Budget

1. Budget Update

Alan reported that he has received the spreadsheet with budget suggestions. He would like to set up a meeting with the Budget Committee for next week; this will be scheduled after tonight's meeting. The budget is due to the Town Manager on January 3, 2011 with a 0% increase.

IX. OLD BUSINESS

A. Liaisons to Friends and Board of Education

Eric stated that Sue Halpin has been alternating with Trudie attending the Friends meeting, however due to Trudie's physical condition she has been unable to attend meetings, and Eric has not spoken with Sue in a while. LeeAnn indicated that she would be willing to alternate with Sue. The next Friends meeting is scheduled on January 12, 2011. Eric will attend the January Board of Education meeting.

B. Library Road Race

The 5K Road Race Committee met this evening. The Giantonio Family and Keeney Manufacturing will be approached to sponsor the 2011 race again which is scheduled for May 15, 2011. This will be the 15th year for this event. Last year there were over 265 participants, most who pre-registered. The prices will remain the same: Adults-\$18 in advance/\$20 day of – and Children \$10 in advance/\$12 day of.

C. Hanel Event

Lisa indicated that she has had difficulty connecting with Sounds of New England. She heard a group at the mall this weekend called Hot Cat Jazz who was very entertaining. They are available for Sunday, April 10th and would charge \$650. The Board said to go ahead and book Hot Cat Jazz for the 2011 Hanel Event.

X. NEW BUSINESS

Judy asked if she should send Trudie something and the Board agreed.

XI. PUBLIC PARTICIPATION

Kris Nasinnyk commented that she recently had signed up for a study room and was having difficulty with her computer so had to leave the room for just over an hour. When she returned to the Library she asked to use the room again but was told that she had already used it once that day. She indicated that there was no one using the room at that time and as soon as someone needed to use the room, she'd be happy to vacate, but she was told she could not use it twice in one day. Lisa responded that this is the Library's policy and they have been having some issues with tutors who sign up for one hour and then have their student sign up for the second hour; after 3:00 PM the study rooms can only be used for one hour increments. Eric asked the PEP Committee to review this policy in relation to Kris' experience.

Maureen commented that Lisa has been doing a great job and thanked her for being understanding during the library director search process. The entire Board agreed with Maureen and thanked Lisa and gave her a round of applause.

XII. ADJOURNMENT

MOTION: Anna Eddy made a motion to adjourn, Judy Igielski seconded the motion, all were in favor, and the motion to adjourn was unanimously accepted with a 12-0 vote at 8:30 PM.