

**LUCY ROBBINS WELLES LIBRARY
BOARD OF DIRECTORS MEETING
JANUARY 12, 2009**

BOARD MEMBERS IN ATTENDANCE

Paul Crosswaith, Anna Eddy, Sue Halpin, Iris Larsson, Maureen O'Connor Lyons, Tony Palermino (arrived at 7:12 PM), Eric Rothauser, Neil Ryan, Diane Stamm, Trudie Walker, Sue Wright

BOARD MEMBERS ABSENT

Marie Dowling, Dennis Doyle, Judy Igielski

STAFF

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

TOWN COUNCIL LIAISONS ABSENT

Kris Nasinnyk
David Nagel

FRIENDS MEMBER

Natalie Harbeson

CALL TO ORDER

The meeting was called to order by Maureen O'Connor Lyons at 7:06 PM.

I. ROLL CALL

II. SECRETARY'S REPORT/COMMUNICATIONS/MINUTES

Gail Whitney, Secretary to the Board, commented that in the December minutes under approval of the November minutes it should read "he" not "she" for Neil Ryan abstaining from that vote.

MOTION: Anna Eddy made a motion to accept the minutes of the regular monthly meeting of December 11, 2008 as amended, Sue Halpin seconded the motion, and the motion to accept the minutes of the regular monthly meeting of December 11, 2008 as amended was unanimously approved with a 10-0 vote.

III. PUBLIC PARTICIPATION

There was no Public Participation.

IV. TREASURER'S REPORT

Iris reported she will be away for the month of February and will leave the laptop and checkbooks for Maureen should she need to send any checks. Iris shared the billing statement from the accountant who is handling the taxes, review of the reserve accounts, and conferences with Iris for a total of \$1,900.

V. LIBRARY DIRECTOR'S REPORT

Marian reported memorial contributions from a recently deceased patron, William Moran, have been coming into the Library. Mr. Moran was also a member of the Building Committee in the 1980's. His family has indicated that he was a history buff and would like the contributions used towards purchases of history books.

Marian reviewed the upcoming February/March calendar of events and stated that the Big Read book will be To Kill A Mockingbird with various programs and discussions related to this book. Other programs include Broadway Tails by Bill Berloni on February 4th at 7:00 PM, teen programs, and the winter reading programs. The kick-off for the children's winter reading program was held on Saturday, January 10th with over 300 registrations.

Marian also reported that December was a very busy month and circulation numbers were way up, and to date January looks to also have an increase in numbers. The Wethersfield Library is also closed again for approximately one month.

VI. ASSISTANT LIBRARY DIRECTOR'S REPORT

Lisa reported that the Adult Winter Reading Program had 140 registrations. Lisa distributed a book mark with information on Info Anytime 24/7 for people who have questions and would like to speak with a librarian on-line at any time of the day or night. She also reported on recent building issues; the boiler was having problems. It was thought to be a gas leak but it was emitting high levels of carbon monoxide; the boiler was cleaned and now seems to be working correctly. With the search of the boiler problem, it was found that the gas pipe leading into the building was cracked so that was replaced.

VII. FRIENDS OF THE LIBRARY

Natalie Harbeson reported that as of December 31, 2008 \$20,447.50 has been received in membership dues; this is just short of their budgeted goal of \$21,000, with 19 Best Friends at a membership fee of \$200. Natalie stated that Patty Foley did some research and 10 years ago the average membership was \$17.38 and today it is \$29.21. The book sale committee met for four hours recently and has decided to add a second day to the November book sale. The 50th Anniversary Committee for the Friends will begin meeting soon.

VIII. COMMITTEE REPORTS

A. PEP (Planning, Evaluation, Policy)

1. Report on Opening on Library Board

Neil reported that he contacted the six people that the Board agreed should be called regarding possible interest in serving on the Board. Two are very interested. He will submit these names to Nancy Bafundo, Republican Town Committee Chairperson, and hopes to have a name for the Library Board at the February meeting.

B. Investment Committee

Eric reported that unfortunately the market is down 40% so the Library's investments are reflecting similar losses. Liquidating the Citigroup fund was a positive thing to do, and the Vanguard fund is down almost 30%.

C. House Committee

1. Walk-Through Rescheduled for February 7th at 9:30 AM

The walk-through has been rescheduled for February 7th at 9:30 AM.

D. Facility and Site

Paul reported that the day after the Board approved to accept Lenares Landscaping bid to clean-up the adjacent property, it snowed, therefore the clean-up will take place in the spring.

E. Fund Development

Anna stated that she will ask Lisa to report on this since staff has been working on the website. Lisa reported that Sue Schneider has created the Legacy Society portion of the website and this will be proofed for links and content and should be going live soon.

F. Budget

1. Budget Review with Town Manager on Tuesday, January 20th at 3:30 PM

Trudie reported that she, Marian, and Maureen will be meeting with the Town Manager on Tuesday, January 20th at 3:30 PM to present the Library's budget.

IX. OLD BUSINESS

A. 5K Race

Eric reported that the 5K Race Committee met this evening and discussed tweaking the fee schedule: presently it is \$18 pre-registration and \$20 day of, this would be changed to \$20 pre-registration and \$25 day of which is consistent with other area races. Additionally there was discussion on charging 12 years of age and under an \$8 pre-registration \$10 day of fee, and a family all registering at the same time a \$40 fee. There is also the possibility of having Friends members receive a \$5 discount. He hopes to have all sponsorships locked in before the end of February.

B. Friends' Storage Unit Update

Eric reported that he has spoken with the Town Attorney and they have kicked around some ideas; they will meet again soon to draft a specific letter to the Town about the storage unit.

C. Patriot Act Issues

Eric has had no report.

D. Scholarship Update

Marian reported that the final draft for the scholarship sheet and application is ready to go and will be given to Tony and his family for their final approval. Once this has been approved staff will be made aware of this scholarship and Marian will seek publicity for it.

E. Other

Anna commented that she has discussed in the past having a Board social/team building event. Marian suggested that Chris Bradley would like to meet with the Board to discuss long range plans, so this might be a good opportunity to hold an event of this nature. Marian will speak with Chris about a date and location.

Sue Halpin asked about the recent exhibition policy that was voted on and where would the fees that the artists give to the Library go. The response was that another reserve account would be created in the Board treasury.

X. NEW BUSINESS

A. Introduction of Bailey Ortiz, Teen Librarian

Marian introduced Bailey Ortiz to the Library Board. Bailey commented that she started working full time at the beginning of January after receiving a graduate degree in Library

Science at Simmons, and that she did her undergraduate at Smith College. She has many great ideas and has already begun many projects. Maureen welcomed her and indicated that if the Board could assist her in any way to please let them know.

B. Staff Appreciation Event

Maureen reported it has been two years since the last event and she would like some ideas of a venue to hold this sometime in September or October. Suggestions included the Hillstead Museum, Wadsworth Atheneum, and the Connecticut Culinary Institute. Research will be done on these venues and a report will be given at the February meeting.

C. Capitol Improvement Projects

Marian reported that the Friday before Christmas she met with Mayor Wright who asked her to submit a proposal for a shovel-ready project for the Library. This is in conjunction with President-Elect Obama's request for shovel-ready projects to help the economy, and Mayor Wright will submit proposals to Governor Rell's office. Marian met with an architect from Kaestle Boos who created a proposal within a week's time for submittal. Kaestle Boos charged \$4,400 for this proposal and stated that final plans would cost \$23,000. The Board was very impressed by the architectural drawings.

There was discussion about putting these architectural drawings on display for Library patrons and the public to review and to learn more about the Library's proposed expansion. Natalie suggested connecting it with the summer reading program which is Master the Art of Reading and Express Yourself; she suggested doing something along the creative lines of "dream with us."

C. Hanel Event for 2009

The Board discussed some ideas for this upcoming event and Marian will do some research and report back to the Board in February. They suggested a possible program for teens.

XI. PUBLIC PARTICIPATION

XII. ADJOURNMENT

MOTION: Tony Palermino made a motion to adjourn, Anna Eddy seconded the motion, all were in favor, and the motion to adjourn was unanimously accepted with an 11-0 vote at 8:53 PM.