

**LUCY ROBBINS WELLES LIBRARY  
BOARD OF DIRECTORS MEETING  
JUNE 14, 2010**

**BOARD MEMBERS IN ATTENDANCE**

Paul Crosswaith, Dennis Doyle, Sue Halpin, Judy Igielski, Pauline Kruk, Iris Larsson, Alan Nafis, Maureen O'Connor Lyons, Tony Palermino, Eric Rothausser, Neil Ryan, Diane Stamm

**BOARD MEMBERS ABSENT**

Anna Eddy, Trudie Walker

**STAFF**

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

**TOWN COUNCIL LIAISON**

Kris Nasinnyk (arrived at 8:10 PM)

**TOWN COUNCIL LIAISONS ABSENT**

David Nagel

**FRIENDS MEMBERS**

Mary Jane Michaels

**BOARD OF EDUCATION LIAISON ABSENT**

Sharon Braverman

**CALL TO ORDER**

The meeting was called to order by Eric Rothausser at 7:09PM.

**I. ROLL CALL**

**II. SECRETARY'S REPORT/COMMUNICATIONS/MINUTES**

Judy reported that she visited with Trudie who is recovering from a fall. Trudie's right leg is immobile and she will be in rehab for quite a while. Judy indicated that Trudie's spirits are very good and that Trudie told Judy she wanted to continue to be very involved in the Library Board. Judy sent a flower arrangement and balloon to Trudie on behalf of the Board.

**MOTION: Tony Palermino a motion to accept the minutes of the regular monthly meeting of May 10, 2010, Maureen O'Connor Lyons seconded the motion, and the motion to accept the minutes of the regular monthly meeting of May 10, 2010 was unanimously approved with a 13-0 vote.**

### III. PUBLIC PARTICIPATION

There was no Public Participation.

### IV. TREASURER'S REPORT

Iris reported that the remaining \$18,000 of a \$25,000 bequest for the Legacy Society has been received and placed in the Everbank account. She indicated that early reports show a \$6,100 income from the 5K Race, however Keeney's check has not been received to date.

### V. LIBRARY DIRECTOR'S REPORT

Marian reported that the Children's Department is presently working on the fall Hanel event. One possibility is a performance by a Brazilian dance troupe for ages K-12. Diane indicated that she recently attended a Japanese drum synchronized drumming/ dancing event at Wesleyan that was very entertaining.

Marian announced that she has stepped down from her position as chairperson of the Chalk Walk portion of the WaterFall Festival. She has held this position since 2004. On August 11<sup>th</sup> there will be an evening program and reception featuring a display of artwork from former winners of the Chalk Walk. Marian indicated that over time monies have been received from the percentage of artists' commissions from their artwork displayed in the Community Room. She asked the Board if these monies can be used towards the reception featuring the Chalk Walk winners. **MOTION: Judy Igielski made a motion to allocate up to \$250 to purchase refreshments for the August 11<sup>th</sup> reception, LeeAnn Manke seconded the motion, all were in favor, and the motion was passed unanimously with a 13-0 vote.**

Marian has spoken with the executor of Viola Maestre's estate regarding induction into the Legacy Society. The executor indicated there is no family, however a woman in Wethersfield was very close to Ms. Maestre and she will be extended an invitation to the Annual Meeting in September. The executor also indicated that there may be additional money coming from Ms. Maestre's accounts as they are being closed out.

The eight page Friends newsletter Footnotes is filled with many programs for June/July/ August including another presentation by Matt Friedman on Human Trafficking in the United States.

John Salomone has named Lisa Masten as Acting Library Director. Marian stated that Lisa will be very busy over the summer with her role as Acting Library Director, overhaul of the HVAC program, implementing the \$30,000 technology grant, a new cleaning service, and the three summer reading programs.

### VI. ASSISTANT LIBRARY DIRECTOR'S REPORT

Lisa reported that in personnel issues Betty Kapij has been promoted to Peg Counihan's position; Betty's position has been posted. Betty's position is 16 hours per week and 102 applications were received.

On Thursday, June 17<sup>th</sup> the Adult Summer Reading Program registration will be held from 11:00 AM to 1:00 PM and from 4:30 to 7:30 PM. On June 19<sup>th</sup> all ages will register for the Summer

Reading Program. This will be held in the upper Town Hall parking lot. Parks & Recreation will also hold their Touch-A-Truck program at the same time.

The Library Board had information on the Internet Acceptable Use Policy. With the new technology grant, the wireless network will be upgraded at the Library. The PEP Committee will update this policy for Board approval in September.

## **VII. FRIENDS OF THE LIBRARY**

Mary Jane Michaels reported that the Friends had their election of officers at their Annual Meeting. Mary Jane indicated that she is stepping down as vice president. Natalie Harbeson is president, and Brian Wood is vice president. The 50<sup>th</sup> Anniversary Committee will be kicking off at the WaterFall Festival. Marian stated that Judith Ivie was the guest speaker at the Friends' Annual Meeting. Judith used to live in Newington (Judy Sprankle) and now lives in Wethersfield. She is writing novels and has started a publishing firm.

## **VIII. COMMITTEE REPORTS**

### **A. PEP (Planning, Evaluation, Policy)**

#### **1. Library Director's Evaluation**

Trudie was not in attendance. Eric will contact Trudie to ask if she will continue to handle this evaluation process and report to the Town Manager.

#### **2. Revisions to Acceptable Use Policy and Wireless Internet Access Policy**

The PEP Committee will review this over the summer and vote on it at the September meeting.

### **B. Investment Committee**

Neil spoke with Carol Miller-Pekrul and a meeting has been scheduled for Tuesday, June 22<sup>nd</sup> at 6:00 PM.

### **C. House Committee**

#### **1. Update on Shutters**

Diane reported that the sample she ordered did not work out and understands why it was necessary to place plywood behind the present shutters. She has found a company in Madison called ShutterCraft who has black painted composite wood shutters at a cost of approximately \$13,000. She is continuing to work on this project. Diane indicated that the Town has names of vendors for the fencing/ railing for the walkway. Marian reported that the Japanese Stewartia tree died and the Town purchased and planted a new tree that is a pedigree and has papers. The Friends have ordered a plaque for this tree and there will be a ceremony in July.

D. Facility and Site

Iris reported that she looked at the property next door and the grass is very high. The Town mows only a section of the area. She will contact someone to get a price about mowing this property at least once per month.

E. Fund Development

Anna was not in attendance.

F. Budget

Maureen had no report.

**IX. OLD BUSINESS**

A. Expansion Study Update

Marian reported that Elizabeth Berman has provided the final and complete Expansion Study packet. It goes through every step of the process from the initial assessment to the space needs study, includes all notes from meetings with staff, Library Board, and Friends. When the Board is ready to meet with the Town Council, Kaestle Boos is prepared to attend this meeting and provide all documentation and cost estimates with a PowerPoint presentation. This expansion will double the size of the present Library. Marian indicated this is a really viable plan and a great project. She was pleased that everyone had a role in putting this plan together.

B. 5K Road Race

Eric reported that the 5K Road Race was very successful with 264 registrants; up 10% from last year. Diane commented that the registration area was very busy with long lines; maybe have two pre-registration lines for next year.

C. Board of Education Meetings Support

Maureen apologized for not attending the June 9<sup>th</sup> meeting.

D. Bylaws Revision Committee Report

Eric reported that the Committee has met once and will meet again over the summer.

**X. NEW BUSINESS**

A. Nominations

The Board gave Eric their nomination forms. The past Library Board presidents will meet over the summer in preparation for the September 13<sup>th</sup> Annual Meeting.

In regard to the Annual Meeting, inductions into the Legacy Society will include Viola Maestre and Mrs. Ewing. Suggestions for honorees include Joel Rissinger who has held a support group for the people who have been attending Diane Durette's Job Series Programs. Other suggestions include Patrick McGowan who has volunteered to teach computer classes to people from the Job Series Program. It was also suggested to honor Mary Paterno, Pat Clow from Southfield Children's Center, and Bob Newbold who has assisted with the 5K Race for many years. A committee will work on providing refreshments for the Annual Meeting, and Judy will handle obtaining the prints and frames for the honorees.

B. Search Committee for New Library Director

Marian will be retiring from her position as Library Director; she has worked at the Library for 33 years. There was a very nice article about her in the Newington Town Crier. A reception will be held in her honor on Friday, June 18<sup>th</sup> from 5:30 to 8:30 PM. The Board members spoke very highly of Marian. Maureen indicated she spoke with State Librarian Ken Wiggins who had some very nice things to say about Marian and is looking forward to working with her through her new position at the Hartford Public Library. The Town Council presented Marian with a proclamation.

Eric stated that a Search Committee of seven people will be created; five from the Library Board (Eric, Dennis, Tony, Maureen, and Iris), a facilitator, and a librarian from another Town. Eric will email the Board about this Search Committee and updates on the agenda, meeting times, etc.

**XI. PUBLIC PARTICIPATION**

There was no Public Participation.

**XII. ADJOURNMENT**

**MOTION: LeeAnn Manke made a motion to adjourn, Tony Palermino seconded the motion, all were in favor, and the motion to adjourn was unanimously accepted with a 13-0 vote at 8:37 PM.**