

**LUCY ROBBINS WELLES LIBRARY
BOARD OF DIRECTORS MEETING
MARCH 8, 2010**

BOARD MEMBERS IN ATTENDANCE

Paul Crosswaith, Anna Eddy, Sue Halpin, Judy Igielski, Iris Larsson, LeeAnn Manke, Maureen O'Connor Lyons, Tony Palermino, Eric Rothauser, Neil Ryan, Diane Stamm, Trudie Walker

BOARD MEMBERS ABSENT

Dennis Doyle, Pauline Kruk, Alan Nafis

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 MEMBERS

Natalie Harbeson

BOARD OF EDUCATION LIAISON

Sharon Braverman

CALL TO ORDER

The meeting was called to order by Eric Rothauser at 7:05 PM.

I. ROLL CALL

II. SECRETARY'S REPORT/COMMUNICATIONS/MINUTES

Judy stated she had received no correspondence, and reminded Board members to let her know if a card should be sent regarding an illness, death, or congratulatory.

MOTION: Tony Palermino made a motion to accept the minutes of the regular monthly meeting of February 8, 2010, Judy Igielski seconded the motion, and the motion to accept the minutes of the regular monthly meeting of February 8, 2010 was unanimously approved with a 12-0 vote.

III. PUBLIC PARTICIPATION

There was no Public Participation.

IV. TREASURER'S REPORT

Iris was welcomed back and she reported that there is approximately \$5,100 in the Sovereign Money Market account and \$4,700 in the Sovereign checking account, along with over \$78,000 and \$14,000 in the Everbank accounts. Should monies need to be transferred to the Sovereign account it can be done from the Everbank account. She also stated there was a late fee for a Bank of America bill.

V. LIBRARY DIRECTOR'S REPORT

Marian reported that February was a busy month, especially during school vacation week. The winter reading programs concluded in February. Marian pointed out two programs to the Board - Play For All and We All Get Ready To Read – both of these are offered through the Children's Department for children with special needs and their families. More than ever, librarians need to receive specialized training in order to meet these pressing community needs. The programs are highly structured in line with pre-reading skill building activities for these particular groups.

Two local authors will be presenting programs in March: Peter Cimini on March 22nd at 6:30 PM, and Matthew Dicks on March 31st at 7:00 PM.

The April/May Footnotes newsletter is presently at the printers. The Big Read will be held in April and May and this year's title is The Adventures of Tom Sawyer. This will also tie into the Hartford Stage's production of Tom Sawyer.

The State Library Association held a "Snap Shot" day on February 18th. Specific statistics were requested to be reported on that day. These statistics will be used as librarians lobby for the State Board budget. We will also use these numbers during our local budget presentation - 311 people completed a survey, 75% of the 876 people who came into the Library checked out an item, and 32% used the computers. Total circulation on that day was 1,500.

The Connecticut Library Association's Annual Conference is scheduled for April 19th and 20th at Mohegan Sun. The agenda was distributed to the Board members and Marian asked anyone who would like to attend this conference to please let her know. Many staff members will be attending this annual conference.

VI. ASSISTANT LIBRARY DIRECTOR'S REPORT

Lisa reported that a major upgrade to the on-line catalogue took place this month and computers were down for about 1½ hours. There was also an upgrade to the pay-for-print system. The four laptops that were purchased by the Friends are now being used to provide classes in Basic Word and Basic Excel to job seekers.

VII. FRIENDS OF THE LIBRARY

Natalie reported that she assisted with the surveys on "Snap Shot" Day. The Friends did not hold a meeting last month due to impending bad weather. The Friends will be participating in the Newington Chamber's Home and Business Showcase on March 20th, and they will be donating a door prize. The Children's Book Sale held during vacation week raised over \$200. The Friends are getting ready for their book sale on April 30th, May 1st and 2nd. A bus trip to

New York City is being offered for April 24th. The Friends will be assisting the Children's Department by marching in the Memorial Day Parade.

VIII. COMMITTEE REPORTS

A. PEP (Planning, Evaluation, Policy)

Trudie had no report.

B. Investment Committee

Neil had no report.

C. House Committee

Diane reported that the Committee continues to review costs for replacing the outside shutters, a railing around the new landscape and bike rack. Diane has done some research on black vinyl shutters at an estimated cost of \$4,000. Iris raised the issue of dirty windows; Marian and Lisa responded that there have been issues with the cleaning service and this is one of the matters that needs to be resolved during budget time. Sharon mentioned a cleaning service in New Britain who hires disabled individuals.

D. Facility and Site

Iris reported that the Town's Park and Grounds Department will be cutting down some trees on the Mill Street property.

E. Fund Development

1. Report on February Meeting

Anna reported that the Fund Development Committee met after last month's Board meeting. The Committee discussed a change in the direction of resources for the Legacy Society. When the Legacy Society was first started financial advisors, accounts, and lawyers were contacted and seminars were held to educate them about the Legacy Society. The Committee will shift gears and focus more on Newington residents and library patrons by attending library programs and getting the word out that way. It was also suggested a scroll on NCTV Channel 14, and church bulletins. Anna stated a new brochure will be created, and possibly a bookmark. It was also suggested holding an Estate Planning Workshop. Sharon suggested a fund raiser like buy-a-brick or plant-a-tree possibly tying that in with the new construction.

F. Budget

1. Budget Update
2. Meet with Town Council on Tuesday, March 9th

Maureen reported that the Town Manager has asked for a \$38,000 cut in the Library's budget. The Town Manager suggested closing at 5:00 PM on Thursdays and 8:00 PM

on other nights, along with eliminating the handyman who is assigned to open up the Library each morning. The Budget Committee met to discuss other ways for the \$38,000 cut. Cutting the book budget was not an option. The only possible option was to cut all Sundays and to close on Saturdays in July and August. Library hours for July and August would be Monday through Thursday from 10:00 AM to 9:00 PM and Friday from 10:00 AM to 5:00 PM, and no Saturdays or Sundays. This option would have a minimal impact on public usage, would save on custodial services, and unfortunately would lay off five to seven substitutes. Marian presented this counter offer to the Town Manager who accepted it. The Town Manager is giving the Town Council his budget overview this evening; the Library's budget will be discussed at the Town Council meeting on Tuesday, March 9th, and public hearings will be held on March 15th and April 8th.

The budget documents show \$45,000 for town site plans/library expansion; this was cut last year but put back in this year to show the Town Council plans for a campus layout of the Town Hall and Library.

Tony commented that due to the economy more of the public is using the library's computers and resources for job hunting, and cutting library hours would further hinder this assistance to the public.

The Town Council will be refinancing some of their bonds. This could be a windfall and the Town Manager will urge the Town Council not to put this money into reserve, but to put it in to alleviate cuts.

IX. OLD BUSINESS

A. Expansion Study Discussion

Marian reported that Kaestle Boos has received more input from the Library staff and the Friends. Marian is meeting with Elizabeth Berman to review these additions on Thursday. Marian will be attending a seminar on Creating 21st Century Libraries with Elizabeth.

B. 5K Road Race

Eric reported that the 5K Road Race Committee met this evening. The American Radio Relay League will be providing 8 to 10 volunteers with radios the day of the race. Keeney Manufacturing and the Giantonio Family have committed to their sponsorship for the 2010 race. Other sponsorships from DataMail, Clinical Laboratory Partners, and the Masons are still waiting to be heard from. The Friends will provide water. Eric is still looking for someone to donate bagels. Kevin has been keeping track of the registrants over the years and there are three people who have participated in the race for the last ten years. Kevin suggested presenting these three people with medals at the conclusion of this year's race.

C. Board of Education/Library Board Networking

Sharon Braverman was in attendance again this evening as a liaison for the Board of Education. Eric will be attending the next scheduled Board of Education meeting. At the April meeting

Eric will ask other Library Board members to sign up to attend future Board of Education meetings. There was also discussion about holding a joint networking event in the future.

D. Draft Plan of Conservation and Development

Eric attended the TPZ meeting and the draft document discussion is coming to a conclusion. After the public hearing, this document will be wrapped up at the next scheduled TPZ meeting. The TPZ declined to accept the changes that Marian had sent to them referencing the Library. The document will continue to show suggestions to open Mill Street. This 10 year plan is a blueprint for the Town of Newington and nothing is set in stone. Eric stated that he had read a statement into the record at the TPZ meeting indicating the Library's feelings about not opening Mill Street, the suggested changes, and the Library's disappointment about the language being rejected.

E. First Amendment Issues – Cheshire Public Library

Marian reported that new Board members for the Cheshire Library are being interviewed.

X. NEW BUSINESS

There was no New Business.

XI. PUBLIC PARTICIPATION

Natalie stated that the Library Board needs to appoint a new liaison for the Friends. Eric asked that this be placed on the April agenda.

XII. ADJOURNMENT

MOTION: Maureen O'Connor Lyons made a motion to adjourn, Judy Igielski seconded the motion, all were in favor, and the motion to adjourn was unanimously accepted with an 11-0 vote at 8:40 PM.