

**LUCY ROBBINS WELLES LIBRARY
BOARD OF DIRECTORS MEETING
FEBRUARY 11, 2008**

BOARD MEMBERS IN ATTENDANCE

Paul Crosswaith, Marie Dowling, Dennis Doyle, Anna Eddy, Sue Halpin, Judy Igielski, Maureen O'Connor Lyons, Tony Palermino, Neil Ryan, Eric Rothauser, Trudie Walker

BOARD MEMBER ABSENT

Iris Larsson, Diane Stamm, Sue Wright

STAFF

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

TOWN COUNCIL LIAISON

Kris Nasinnyk

TOWN COUNCIL LIAISON ABSENT

David Nagel

FRIENDS MEMBER

Patty Foley

CALL TO ORDER

The meeting was called to order by Maureen O'Connor Lyons at 7:02PM.

I. ROLL CALL

II. SECRETARY'S REPORT/COMMUNICATIONS/MINUTES

MOTION: Marie Dowling made a motion to accept the minutes of the regular monthly meeting of January 14, 2008, Tony Palermino seconded the motion, and the motion to accept the minutes of the regular monthly meeting of January 14, 2008 was unanimously approved with an 11-0 vote.

III. PUBLIC PARTICIPATION

There was no Public Participation.

IV. TREASURER'S REPORT

Iris was not in attendance.

V. LIBRARY DIRECTOR'S REPORT

Marian reported that the Foley house would be demolished on Tuesday, February 12th. There is a delinquent tax bill notice for the house from the 2006 grand list dated December 1, 2007. On behalf of the Library Board, a letter has been written to the Town Council asking that this tax be abated. The Town Council will take action on this letter on February 26th.

In personnel issues, Diane Durette had surgery and will be out for at least one month.

This upcoming weekend the refurbished Town and Library's website will be live. The Library's new website is www.newingtonct.gov/library.

Marian updated the Board on past and future programs. An afternoon tea party program was held last week and it was standing room only. A chocolate program for teens will be held on Wednesday, February 13th and on Saturday there will be another teen program. The Italian FilmFest will begin in March. During the week of February 18th, school vacation, many programs are scheduled including one on the Chinese New Year.

Marian and Marie attended the Chamber's State of the Town breakfast on Thursday, February 7th. In his address, Mayor Wright mentioned the Library's expansion.

VI. ASSISTANT LIBRARY DIRECTOR'S REPORT

Lisa Masten stated she had no report.

VII. FRIENDS OF THE LIBRARY

Patty Foley reported that it has been a quiet month and the Friends Board meeting is scheduled for Wednesday, February 13th. In regard to the storage unit that she mentioned at the January meeting, she is still researching information. Patty spoke with the Post Office regarding the late deliveries of the newsletter.

VIII. COMMITTEE REPORTS

A. Planning, Evaluation, Policy Committee

Neil Ryan reported on the Board's corporate opening. Iris Larsson has expressed that she would like to fill that corporate position. Iris would take the appropriate action to resign from her Town position and then go into the corporate position. **MOTION: Anna Eddy made a motion that pending Iris Larsson's resignation from her Town position on the Library, that she be appointed to the corporate position on the Library Board, Judy Igielski seconded the motion, all were in favor, and the motion was passed unanimously with a 11-0 vote.** Neil will contact the Republican Town Committee to let them know that a position is open on the Library Board.

B. Investment Committee

Eric stated he had no report.

C. House Committee

1. Report on New Shelving, Chairs

Marie reported that projects from the Committee's walk-through have begun such as new shelving, computer chairs in the Children's Room, and cleaning throughout the Library.

D. Facility and Site

Paul stated he had no report. Judy asked about the possibility of placing cameras inside and outside of the Library so that the vandalism issues could be looked at. Anna commented that with the Library's expansion any cameras purchased should have the availability to be moved. Marian will check on the cost of cameras.

E. Fund Development

1. Report on February 11th Meeting
2. Gift Acceptance Policy

Anna reported that the Fund Development Committee met this evening prior to the Board meeting. The Board had a copy of the Gift Acceptance Policy in their packets. It was suggested that the Gift Acceptance Policy have a document adopted as of date. **MOTION: Marie Dowling made a motion to accept the Gift Acceptance Policy with the addition of a document adopted as of date, Judy Igielski seconded the motion, all were in favor, and the motion to accept the Gift Acceptance Policy was unanimously approved with a 11-0 vote.** Maureen thanked Anna and Eric for all of their hard work on preparing the Gift Acceptance Policy. There was discussion on a building fund. Anna asked if the Fund Development Committee is responsible for a building fund. It was suggested that the Board appoint an Ad Hoc Committee to work on the Library expansion project. There was discussion on approaching corporate donors for this building fund. Also suggested was having a needs assessment done. Marian explained that staff could prepare a needs assessment and she will explore this and report back to the Board. The Board stated that if Marian needs their help with a needs assessment that they would be happy to do so. There was also discussion on asking Town Manager John Salomone to attend the April meeting to discuss the Library's expansion.

F. Budget

1. Report on January 23rd Budget Review

Tony reported that the Library's budget was reported within the confines of the Town Manager's request. The Board of Education is asking for a 4.8% increase.

2. Budget Review with Town Council – Tuesday, March 11th at 7:00 PM

Tony reported to the Board that the Library's budget would be discussed with the Town Council on Tuesday, March 11th at 7:00 PM.

IX. OLD BUSINESS

A. 5K Race

Eric reported that the 5K Race Committee met this evening prior to the Library Board meeting. Keeney Manufacturing has agreed to be a \$2,500 sponsor. Dunkin Donuts will provide bagels. Sue Halpin will be responsible for trophies. Dennis Doyle has a list of prizes and asked those that obtained these prizes last year to once again approach donators. The on-line registration will begin in March.

B. Foley Property

Maureen reiterated Marian's earlier comments that the Foley property will be demolished on Tuesday, February 12th.

C. Pay Phone in Library

Marian reported that staff is looking into portable phones to be placed at the circulation desk for public usage.

D. Patriot Act Issues

Eric reported that the American Library Association is into information on pending legislation. There are three bills before Congress; two in the House and one in the Senate and all three bills are in committee. These bills are in response to the national security letters and the gag order.

X. NEW BUSINESS

1. Charter Revision – Library Overview

Marian reported that the Charter Revision Commission would like the Library to come before it to discuss any part of the Charter that relates to the Library and any concerns that the Library may have. This will occur sometime before the end of the month.

2. Hanel Event(s) for 2008

Marian reported that staff has suggested a jazz series for the next Hanel Event. Giacomo Gates is available for either October 17th or 24th at a \$1,400 fee. This jazz program is always very entertaining and successful. **MOTION: Tony Palermino made a motion to have the next Hanel Event be a jazz program with Giacomo Gates, Dennis Doyle seconded the motion, all were in favor, and the motion was passed unanimously with a 11-0 vote.**

XI. PUBLIC PARTICIPATION

There was no Public Participation.

XII. ADJOURNMENT

MOTION: Anna Eddy made a motion to adjourn, Eric Rothouser seconded the motion, all were in favor, and the motion to adjourn was unanimously accepted at 8:05 PM with an 11-0 vote.