

**Simsbury Public Library – Board of Trustees
TOWN OF SIMSBURY REGULAR MEETING MINUTES
Monday, April 17, 2017 at 7:00PM
Simsbury Public Library – Program Room 2
725 Hopmeadow Street, Simsbury, Connecticut**

PRESENT: Chairman Marianne O'Neil, David Blume, Anne Erickson, Charmaine Glew, Lauren Miller, Mark Orenstein, Polly Gardow Rice, and Gail Ryan;
Library Director Lisa Karim, Friends of the Library President Tolly Zonenberg, and Head of Children's Services Stephanie Prato.

ABSENT: Linda Johnson and Friends of the Library Liaison Vinod Gadhia.

1. Call to Order – Establish Quorum.

Chairman Marianne O'Neil on the meeting to order at 7:00PM.

2. Pledge of Allegiance.

All present stood for the Pledge of Allegiance.

Head of Children's Services Stephanie Prato was introduced to the Board. She reported that she was previously from the Fayetville Free Library, the first library in the United States to have Maker Space with a 3D printer. Ms. Prato remarked about her excitement to bring the Children's Department into collaboration with the Innovators Workshop.

3. Approval of Minutes – March 20, 2017.

The March 20, 2017 Minutes should include the following changes:

Second Page, Eleventh Paragraph, the portion of text that reads, "...Ms. Karim reported that the AC that replaced the AC for the server room is a smaller unit which is more cost effective and energy efficient..." should be included under the *Budget* agenda item just below where it was located; Third Page, under Agenda Item 11. *Internet Service Options (CT State Library)*, the following text should be added, "...Mr. Orenstein recommended that Comcast be considered as an Internet vendor, either as a replacement for the CEN or to supplement the CEN by reducing the bandwidth flowing through the CEN..."

MOTION: Mr. Blume, Ms. Ryan second, to approve the March 20, 2017 Minutes as amended; unanimously approved.

4. Public Audience.

None.

5. Communications.

Various newspaper articles relating to Simsbury Public Library were passed around for review. Ms. Karim also shared an evaluation of a recent library program. Ms. O'Neil relayed recent positive feedback she had received from a patron regarding an employee in the Children's Department, Zach, in getting her grandchild engaged.

6. Friend's Report.

Ms. Gardow Rice reminded the Board that the Friends have will host Night of A Thousand Stars on Thursday, April 20, 2017.

7. Chair's Report.

Ms. O'Neil urged the Board to attend the Board of Finance meeting scheduled for May 16, 2017 at 5:45PM at Town Hall. She noted that the Board of Selectmen would be meeting on Monday, April 24, 2017 at 6:00PM to review the suggestions from the Board of Finance.

8. Director's Report.

Ms. Karim noted that her Director's Report had been previously emailed to board members.

Ms. Karim confirmed that no Library Services Assistant had been hired, explaining that one of the finalists had pulled out of consideration at the last minute. A decision was made to not hire one of the two remaining candidates, according to Ms. Karim.

9. Budget.

Ms. Karim noted that an Income Statement had been included in the distribution previously emailed to board members. She noted that a credit card statement dating from January is still not available but that Rick Bazzano is working with Global Pay on this. She explained that the sum of \$31,836 indicated is less than what has been received.

With respect to the March Finance Report, Ms. Karim noted that the Library is, as expected, under where they should be for the year. Although certain line items are overspent, Ms. Karim expected to finish the fiscal year on target.

Ms. Karim reported that the Library was asked to potentially cut 1.75%, or \$27,100, from the FY18 budget. It was noted that the only way to get to this cut quickly is to do so through closing on Sundays for the entire year. She explained that this proposal was sent to First Selectman Lisa Heavner with service impacts that would occur. Consensus of the Board was that this type of proposed cut sends a strong statement as to how a cut to the budget would translate to service impacts. It was noted that personnel accounts for 75-80% of the Library's budget.

10. Innovators Workshop.

Ms. Karim noted that the 3D printer has become so successful that there is often a backlog of people waiting to use it. Therefore, a request will be made for an additional 3D printer from the Friends.

Ms. O'Neil read aloud an email from fellow Library Trustee Linda Johnson praising the Maker Fair but also opining a need for a police officer to handle pedestrian traffic, noting the lack of crosswalks.

11. Strategic Planning.

No business discussed.

12. Friends Annual Author Luncheon.

Ms. Karim reported that Joan Nagy and Andrea Torrillo were the staff members who won the free tickets to the Friends Annual Author Luncheon.

13. Veteran's Memorial.

Ms. Karim reported that the Veterans would like to install a split rail fence from the memorial to the brick wall. She noted that this work will require closing Eaglewood Lane for three to four days again but that it has been requested that the work take place outside of late June through August.

14. Business Resource Center Gift Proposal

Ms. Karim reported that the owner of the Red Stone Pub, Marc Lubetkin, requested to donate to the Library a collection of business education reference materials. Ms. Karim noted that it was explained to Mr. Lubetkin that the collection would need to be kept up to date and could be accomplished through an annual \$250 donation. She also explained to Mr. Lubetkin that there is a moratorium in town for naming things after people but that it could reflect a, "Small Business Education Reference Collection Gifted By" distinction. Ms. Karim explained that a review of the collection would occur every five years.

MOTION: Ms. Glew, Ms. Gardow Rice second, to accept the donation of a Small Business Education Reference Collection from Marc and Lori Lubetkin; unanimously approved.

15. Volunteer Luncheon April 26 12-1:30PM.

It was noted that the Volunteer Luncheon is scheduled for April 26, 2017 from 12:00PM-1:30PM.

16. Executive Session (if needed).

No executive session occurred.

MOTION: Ms. Glew, Mr. Blume second, to adjourn at 7:40PM; unanimously approved.

Respectfully submitted,

**Pamela Colombie
Commission Clerk**