

From: SimsburyCT Postings February 12, 2009 4:09:33 PM
Subject: Library Board of Directors Minutes 01/05/2009
To: SimsburyCT_LibraryMin
Cc:

SIMSBURY PUBLIC LIBRARY BOARD OF DIRECTORS MEETING
Monday, January 5, 2009
THESE MINUTES HAVE BEEN APPROVED BY THE LIBRARY BOARD

PRESENT: Charmaine Glew, Bert Kaplan, Babs Gardner, Gail Ryan and Joy Himmelfarb. Susan Bullock, Director, Eileen Sickinger, Recording Secretary. John Hampton, Board of Selectmen Liaison; George Boissard, Friends Liaison. Public Audience: David Blume.

The meeting was called to order at 7:15 P.M. by C. Glew, Chair. The minutes of the December 15, 2008 meeting were corrected: The Board of Finance meeting is on December 16th. Under Policies:

The knitting group's request was approved since they can be flexible where they meet and the agreement would be on space availability. B. Kaplan moved the minutes be approved as corrected. Second: B. Gardner. So moved. There were no additional agenda items.

COMMUNICATIONS: G. Ryan shared an email of an article in The Boston Globe related to libraries budget cuts. C. Glew received two compliments on the efficiency of a circulation clerk and the improvements in the building. Mrs. Bullock received an email about a delay in the posting of the minutes on the Town's website last month. The software is now available at the Library to do the posting so the problem should be rectified. Mrs. Bullock met with a representative from First Church regarding the parking lot expansion. One of the church's concerns is cars cutting through the lot to get out to Hopmeadow Street. Communication with the church will continue when and if the expansion takes place.

REPORTS: Friends: G. Boissard reported the \$30,000 donation reported last month was from the Ensign Bickford Foundation. The ongoing book sale continues to be a success. The Friends Finance Committee will be meeting January 23rd and Mrs. Glew and Mrs. Bullock will meet prior to that meeting to discuss what is needed and costs involved.

Personnel: Mrs. Bullock reported that Suzanne Battos and Patricia Sylvan have been hired as circulation clerks. The technology position has not been filled because the union did not approve the job description. They felt the description was more appropriate for a higher grade level. The description

will be revised to more appropriately describe it.

Mrs. Bullock has spoken with staff affected by the change in hours and they expressed their concern over the possibility of more cuts. If that happens grievances might be filed.

Decorating: There are still some outstanding items and the chairs that have been ordered have been delivered.

Building: The doors are still a problem. The Public Building Committee will be meeting later in the month to discuss the problem. There have been leaks in the building, in the Reference and YA areas. Ice build-up could be the problem. The puddle in the parking lot has not gone away and Mrs. Bullock will contact the appropriate people.

Landscaping: The memorial benches are being ordered and Mrs. Gardner will handle the engraving of the plaques.

HUD Grant: All the paperwork was mailed and official notification should be forthcoming.

A representative from the 3M self-check out system will be visiting the Library to give a presentation on this system. It is currently being used in West Hartford and allows patrons the ability to pay fines at the self checkout. It is a system to which an RFID program could be added.

Mrs. Glew has received a request from Linda Schofield about preparing a "shovel ready" project list. The parking lot stairway lights, modification to the book drop, an irrigation system, repainting some of the conference rooms and hallways paint that can be maintained more easily were some suggestions.

DIRECTOR'S REPORT: There was no written report. Mrs. Bullock is looking into magna-clear runners that are more suitable for the wet weather.

BUDGET 2009-2010: The proposed budget prepared by the Director reflects a -5.01% reduction in spending. Each line item was reviewed and the reasons for any changes. The proposed budget has the building staying open its current hours. The major cuts would be in part-time personnel. There are no cuts in circulation materials (books, videos). The circulation desks will be covered by transferring personnel when necessary.

C. Glew moved that the proposed budget for 2009-2010 of \$1,297,177.00 be accepted. Second: B. Kaplan. So moved.

ART DONATION: Artist Christine Sullivan would like to donate a piece of her artwork to the Library. Mrs. Bullock will email her website to the Board so they can review her work.

The artwork being proposed for the Children's Room is being researched.

POLICIES: The Meeting Room and Email Policies were tabled for another month. B. Kaplan moved that the Unattended Children Policy and The Use of the Library Policy be approved. Second: G. Ryan. So moved.

Mrs. Glew asked the Board to review pages 3-12 of the Policy Book for next month.

At 9:05 P.M. B. Kaplan moved for adjournment. Second: J. Himmelfarb. So moved.

Eileen Sickinger, Secretary Pro Tempore