

From: SimsburyCT Postings May 22, 2009 4:27:48 PM
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To: SimsburyCT_LibraryMin
Cc:

SIMSBURY PUBLIC LIBRARY BOARD OF DIRECTORS MEETING
Monday, April 20, 2009
THESE MINUTES HAVE BEEN APPROVED BY THE LIBRARY BOARD

PRESENT: Carol Bingham, Gail Ryan, Anne Erickson, Joy Himmelfarb and Charmaine Glew. Susan Bullock, Director and Eileen Sickinger, Recording Secretary. George Boissard, Friends.

The meeting was called to order at 7:05 P.M. by C. Glew, Chair. J. Himmelfarb moved the minutes of the March 16, 2009 meeting be accepted with the following changes: page 2, under Building: Mrs. Glew moved the Board spend \$12,000 for the Riley sign - subject to a favorable recommendation by the Design Review Board, and, the Town Tree Committee would like to plant a tree on the property for Arbor Day. Second: A. Erickson. The minutes were accepted as corrected.

C. Bingham moved the Board spend \$400 for the Site Planting Addition plans to be prepared by CR3. Second: J. Himmelfarb. So moved.

C. Glew moved the Board approve plans to plant elm trees on the east lawn. Second: J. Himmelfarb. So moved.

PUBLIC AUDIENCE: Gennadiy Kholod, and Diane Nash and Susan Prentice of the Tree Committee.

There were no additional agenda items.

COMMUNICATIONS: In the Avon Public Library's Newsletter it was noted that Simsbury Library was rated 57th in the country for a library of its size by the Index of Public Library Services.

Karilyn Hollebone, library clerk in the Children's Department, will be receive the Support Staff Person of the Year Award by the Connecticut Library Association. She will be honored Friday, May 1 at CLA's award reception in New Haven.

REPORTS: Friends: G. Boissard reported that \$100,000 is still due for the 2009-2010 year. At the May meeting of the Connecticut Friends Library Association Sarah Hart and Mrs. Bullock will participate in a panel discussion on the successful collaboration of Friends and Library Boards. It was agreed that one great asset was having one person serving on both boards.

Personnel: Mrs. Bullock reported that over 70 people applied for the

Technical Assistant library clerk's position. 12 people will be interviewed before a final decision is made.

Illness has kept a number of staff members from work causing a slowdown in serving the public.

The custodian has been absent and someone has been hired on a temporary basis.

Decorating: A purchase order for furniture (1 coffee table, 6 round end tables, 1 office conference table and 6 armless (Bola) chairs and two café tables) has been received and confirmed.

Since the flat paint in the Program Room and hallway is not holding up well, it was decided to repaint these areas with a more appropriate type of paint. C. Bingham moved the Board pay for the painting, labor and materials of the hallway and Program Room up to \$3,000. Second: J. Himmelfarb. So moved.

Diane Nash of the Town's Tree Committee reviewed the plans for the Arbor Day celebration on April 24th. Festivities start at 12 Noon and an elm tree will be planted. Beatrice Martin, who was present 70 years ago at a planting of an elm tree at the ABC House on Hopmeadow Street (formerly Eno property) has been invited to attend. Mrs. Martin's husband was a Boy Scout Leader when the scouts planted an elm tree on that site.

Landscaping: Elizabeth Burt has submitted an invoice for \$56.94 for the metal fencing by the main entrance. She has also requested the Town purchase refuse bins/cigarette receptacles for the entrances. In line with that, Mrs. Glew shared the two designs available for memorial benches. G. Ryan moved that two benches (SP410R) be ordered, in black, using funds set aside by Friends for these benches. At the same time, two matching receptacles will be ordered, purchased by the Board. Second: C. Bingham. So moved.

The property in front of the 1820 House is owned by the Town. Ten feet in front of the 1820 House belongs to the House and Mrs. Bingham will look into the care and landscaping on the Town's property and the arrangement the Town has with the 1820 House regarding this maintenance.

Building: All entrance doors will be replaced with glass manually operated doors. They will be handicap accessible - when the handicap button is pushed, one door will open. It is hoped they will be installed by mid June. Since some of the same frames and locking mechanisms will be used from the old doors, Mrs. Bullock will look into the warranty of the new doors.

CHAIR'S REPORT: Mrs. Glew reported the anticipated HUD Grant funds will not be forthcoming.

The 1st Anniversary Party on June 8th will be from 2-4 P.M. and a CD of the grand opening will be run.

Friends have proposed the purchase of a salt water fish tank for the Children's room. They would like it to be a 1st Anniversary gift. The Friends will pay for the tank, its installation and maintenance. The ongoing book sale funds will cover the cost of the maintenance. The staff

would like to use it as a learning tool for the children. After discussion on the appropriateness of such a gift in these economic times, Mrs. Glew moved the Board accept the gift of the salt water aquarium from Friends. Second: A. Erickson. So moved.

The Friends will be at the Volunteer Expo to be held on April 28th from 6 - 9 P.M. at Eno Hall.

Mrs. Glew has been asked about putting up a display for the Village for Families and Children celebrating their 200th Anniversary. They would like the display up in mid to late June for about 3 weeks. The only room that could house such a large display, 28' long, is the Program Room that is booked through 2011. If there is a cancellation they would be notified.

MEETING ROOM POLICIES: The revisions of the policies wording were reviewed. It was made clear that all groups, including the Board and Friends, must schedule their meetings and have them on the master calendar. Wording on the rooms use by youths was discussed and it was specified that anyone under 18 must have an adult accepting responsibility for their behavior. C. Bingham moved that the Library Board accept the meeting room policies as amended on April 20th. Second: A. Erickson. So moved.

C. Glew moved that the Library Board accept the fee structure policy. Second: G. Ryan. So moved.

An appeals task force has been formed.

DIRECTOR'S REPORT: There will be a representative at the Library from Sentry, the RFID provider for the Hartford Public Library, on April 22nd at 3 P.M.

Mrs. Bullock reviewed the year-end report (2007-2008) for the grant from the Hartford Foundation for Public Giving. Since the technology clerk has not been hired some of the personnel funds in the budget will not be expended. The Library can ask for an extension and those funds could continue into year 4.

The Town website is being updated and each department will have a page.

There are some problems that are still being worked on.

There has been an issue with payment to Amazon.com and the staff is looking into the ordering process.

OUTSIDE SIGN: The Design Review Board was not completely satisfied with the design presented and discussion is ongoing.

BUDGET: The proposed budget will be presented at the Town Meeting on May 5th and voted on at the referendum on May 19th.

At 9:45 P.M. G. Ryan moved for adjournment. Second: C. Bingham. So moved.

Anne Erickson, Secretary

