

Simsbury Public Library - Board of Trustees
TOWN OF SIMSBURY REGULAR MEETING MINUTES
Monday, August 20, 2018 at 7:00 P.M.
Simsbury Public Library - Program Room 2
725 Hopmeadow Street, Simsbury, Connecticut

PRESENT: Chairwoman Marianne O'Neil, Vice Chair Anne Erickson, Linda Johnson, Kathleen Miller, Mark Orenstein, Polly Gardow Rice, Gail Ryan and Library Director Lisa Karim.

1. Call to Order - Establish Quorum

Chairwoman O'Neil called the meeting to order at 7:00 P.M.

2. Pledge of Allegiance

All present stood for the Pledge of Allegiance.

3. Approval of Minutes - June 18, 2018

MOTION: Mr. Orenstein, Ms. Rice second, to approve the June 18, 2018 Minutes; unanimously approved.

4. Public Audience

None

5. Communications

Newspaper articles featuring Simsbury Library programs were noted and passed around. Ms. Karim shared a letter from the American Library Association thanking Teen Services Librarian Sara Ray for her contributions to the Young Adult Library Services Association. Ms. Karim also shared a thank-you note from Stephanie Prato, Head of Children's Services, for Ms. Karim's support of the summer STEM camps.

6. Friends' Report

Ms. O'Neil noted the Book Sale is September 22 and 23, with set up on September 21, adding volunteers are welcome to sign up for shifts.

7. Chair's Report

Ms. O'Neil noted the Freedom of Information Act (FOI) Training being offered October 29 from 5:30 P.M. to 6:30 P.M. in the Program Room at the Simsbury Library. RSVPs go to Tom Fitzgerald at 860-658-3230 or tmintern@simsbury-ct.gov. She noted Adult Services Librarian Celia Roberts is retiring after fifty-three years and there will be an open house in her honor on September 28 from 3:00 P.M. to 5:00 P.M.

8. Director's Report

Director Karim referred to her Director's Report, Statistics Report and Monthly Financial Statement for July and August. She noted forty-nine applications were received for the Adult Services Librarian position and interviews will begin at the end of this week.

9. Budget

Ms. Karim reported they are one month into the year with nothing glaring to report.

10. Lower Level Renovation Update

Ms. Karim reported the next Library Building Committee meeting will be in the beginning of September. She added the project will likely go out to bid a few weeks after that and construction should be on track to start in October or early November. She noted staff have been working to clear out storage areas.

11. Norma Rust Bequest

Library patron Norma Rust passed away and left the Library a bequest as part of her estate. More information regarding the bequest is expected in late January.

12. 3rd Annual Simsbury Mini Maker Faire

Ms. Karim noted an additional \$10,000 gift has been secured to fund the Faire next year. Tolly Zonenberg will stay on as the coordinator. They are working with Make Media to schedule a potential Faire date of May 4.

13. 3D Printed Guns

Ms. Karim made the Board aware of the Innovator's Workshop Policy previously drafted, which states: "Individual shall not use the equipment for any inappropriate or unlawful activity including the use of material protected by intellectual property laws or to create items that can be construed as weapons." She added that Adult Services staff monitor use of Innovators' Workshop equipment and would cancel a print job that is in breach of policy.

14. September Library Card Sign-up Month - Library of Things

Ms. Karim noted September is Library Card Sign-up Month and The Library of Things is being promoted. Several items have been added to the collection, including a stud finder and a selfie stick. She added the Library will be at September Fest, the Simsbury Fly-In and the Grange Fair featuring this promotion. A liability waiver for people checking out the equipment has been reviewed by the Town and is ready to go.

15. Library Fines

Ms. Karim reported she has spoken with the Town Manager about the possibility of eradicating library fines and instead instituting a donation jar. She noted libraries across the country have found this reduces negative impact at the desk, materials come back faster and revenue is increased. There would still be fees charged for lost and damaged books.

16. Upper Level Sidewalk

Ms. Karim reported the upper level sidewalk is crumbling and estimates are being obtained to replace it. Library and Public Works staff understand this is a priority.

17. Executive Session (if needed)

None

MOTION: Ms. Miller made a motion to adjourn the meeting at 7:25 P.M. Ms. Johnson seconded the motion. All were in favor and the motion passed unanimously.

Respectfully submitted,

Karen Haberlin
Commission Clerk