

From: SimsburyCT Postings January 7, 2011 12:00:04 PM
Subject: Library Board of Trustees Minutes 01/03/2011
To: SimsburyCT_LibraryMin
Cc:

SIMSBURY LIBRARY BOARD OF TRUSTEES MEETING

Monday, January 3, 2011

THESE MINUTES HAVE NOT BEEN APPROVED BY THE LIBRARY BOARD

PRESENT: Charmaine Glew, Anne Erickson, Joy Himmelfarb, Bert Kaplan, Jeff Blumenthal, Gail Ryan, Marianne O'Neil, and Diane Madigan. Susan Bullock, Director and Eileen Sickinger, Recording Secretary. George Boissard, Friends Liaison.

The meeting was called to order at 7:15 P.M. by C. Glew, Chair. B. Kaplan moved that the December 13, 2010 minutes be approved with one addition. Under Staff Concerns the following should be added: The Board decided to move the "Pronto" Books to under the screen on the upper level and move the "Holds" Books to where the "Pronto" Books had been. The "Holds" will become self-serve. Second: J. Himmelfarb. The minutes were accepted with this addition.

PUBLIC AUDIENCE: David Blume

ADDITIONAL AGENDA ITEMS: None

COMMUNICATIONS: Two articles related to libraries were shared. One article in The Washington Post about Montgomery County's severe budget cuts and one in Season's Magazine on libraries in the Farmington Valley.

REPORTS: Friends: Mrs. Glew reported that volunteers cleaned up refuse (boxes, packing material and the like) that was left behind by 3-M personnel.

Personnel: Mrs. Bullock reported that her administrative assistant has returned to work on a part-time basis. Three other staff members will be out on long-term disability creating almost 100 hours of uncovered time.

DECORATING: New chairs and tables for the new conference room have been received.

BUILDING: Discussion on a snow closing policy followed due to recent confusion after the last storm. Mrs. Bullock will be meeting with Mr. Cook and will review with him the policy of the opening/closing of the Library during inclement weather.

Mrs. Glew brought up the lack of snow removal in two areas of the parking lot. These are areas where the water drainage causes ice to form. She will communicate with Mr. Roy about the Board's concern for the public's and

staff's safety and the concern of liability if this situation is not corrected.

Landscaping: Mrs. Glew has received a contract from Kenmark for the work they will be doing in installing a new outdoor sign. The Board authorized her to sign the contract and approved payment of \$4,418 due for preliminary work. Work will begin in April and final payment made upon completion.

CHAIR'S REPORT: Mrs. Glew brought up for discussion the idea of an awareness campaign to make the public more aware of what is happening at the Library. Different options were reviewed and there will be further discussion.

Technical problems with electronic devices connecting with Library sites was also discussed.

The Long Range Plan task force will meet at 5:30 P.M. prior to the February meeting. At that time the Technology Plan will be ready.

Mrs. Himmelfarb, Mrs. O'Neil and Mrs. Glew will meet to prepare Mrs. Bullock's evaluation.

DIRECTOR'S REPORT: Mr. Bazzano has looked at the wiring by the sit-down circulation desk

and will arrange for the re-wiring of that area.

Mrs. Bullock acknowledged that the automated book return has been down recently and the problem is being addressed.

BUDGET: Mrs. Bullock presented her proposed budget for 2011-2012. The goal of the Board is to maintain services and the current hours of operation. Line items were reviewed, with staffing, programs, contracts, and all aspects of maintaining the operation of the Library as a viable resource for the community came under the Board's scrutiny.

B. Kaplan moved that the proposed budget of \$1,405,094 presented by the Director be accepted. This is a 2.4% increase (or \$31,906) from last year. Second: D. Madigan. So moved.

At 9:55 P.M. J. Blumenthal moved for adjournment. Second: M. O'Neil. So moved.

Anne Erickson/es
Secretary