

From: SimsburyCT Postings May 29, 2012 8:55:45 AM
Subject: Library Board of Trustees Minutes 05/21/2012 PRELIMINARY
To: SimsburyCT_LibraryMin
Cc:

SIMSBURY PUBLIC LIBRARY BOARD OF TRUSTEES

Meeting – Monday, May 21, 2012

THESE MINUTES HAVE NOT YET BEEN APPROVED BY THE LIBRARY BOARD

PRESENT: Marianne O'Neil, Charmaine Glew, Anne Erickson, Diana Fiske, David Blume, Diane Madigan and Joy Himmelfarb. Susan Bullock, Director and Eileen Sickinger, Recording Secretary.

The meeting was called to order at 7:10 P.M. by Mrs. O'Neil, Chair. Ms. Himmelfarb moved that the minutes of the April 16, 2012 meeting be accepted with the following changes: Under Communications, "It was reiterated that Library Policy does not allow distribution of materials or solicitation by for-profit groups on Library property."

During discussion with Ms. Keohane and Ms. Donahue it was noted, 'The popular SAT program offered high school students was bought by Naviance and this company will not market to libraries.'

Under Parking, 'Paving work has not been done but handicap spaces will be changed. Mrs. Glew seconded the motion and the minutes were accepted as corrected.

PUBLIC AUDIENCE: George Boissard, Friends Liaison.

ADDITIONAL AGENDA ITEMS: Mrs. Glew moved that items 9A, Meeting Room Policy and 9B, Labor Day Hours, be added to the agenda. Second: Mrs. Madigan. So moved.

COMMUNICATIONS: The Library's article in the Town's Annual Report was reviewed. The recent issue of Friends Doorway listed many new members showing the support of local officials and the community. Mrs. Bullock received a note from the Avon Public Library thanking Simsbury for the use of the Library for its tax assistance program during Avon's recent construction. Mrs. Madigan had an article from Schools Library Journal discussing collaboration between school libraries and public libraries. It was also noted that there will be no reading program in Tariffville this summer due to timing constraints in preparing a program.

REPORTS: Friends: Mr. Boissard noted that Friends will hold their Annual Meeting and Luncheon on May 23rd. Also, Friends have set aside \$25,000 for lighting and current needs.

There was no Personnel report.

Decorating: Mrs. Glew has received the contract for A & S Lighting to be passed on to Friends. The Board of Selectmen has accepted the gift (\$19,600) from Friends for the lighting project.

Building/Landscaping: Cole Starrett's Eagle Project of the clean-up of the

area between Boy Scout Hall and the Library is moving along nicely. Tom Roy will meet with Mrs. Bullock to review the handicap parking spaces.

There was no CHAIR'S REPORT.

DIRECTOR'S REPORT: Mrs. Bullock's written report was reviewed. Some of the highlights were the summer reading programs available this summer, the volunteers who donated 13,744 hours this year, and the partnership between town-wide organizations and the Library requiring staff time and assistance. Among the programs in which the Library is involved include the recent Art Walk, the Historical Society's Civil War Living History Program, the Pynchot Centennial Celebration and the Mark Twain "Mark My Words" annual event. Also, two staff members participated in a Junior Achievement project at Tariffville School.

Mrs. Bullock also shared the brochure prepared by Nicole Sisk listing volunteer opportunities at the Library.

The statistics were reviews, as well as the final months of the current budget, with discussion on billing and expenditure procedures.

MEETING ROOM POLICY: Recently the Board has had to meet in a room not scheduled for their regular meeting even though the date and room had been scheduled when the meeting dates are planned. It was noted that in the Library's Policy, the Library Board takes preference when meetings are scheduled. Mrs. Bullock will send a memo to staff reminding them that if an organization is scheduled prior to the Board's meeting, that meeting must be finished so the Library Board can use the room.

LABOR DAY HOURS: Following discussion, Mrs. Glew moved that the Library close for three days for the Labor Day Weekend – Saturday, Sunday and Monday. Second: Mr. Blume. Six voted in favor of the motion with one abstention. The motion passed.

Ms. Himmelfarb moved that at the December meeting, when the calendar is setup for the New Year, holiday schedules also be determined at that time. Second: Mrs. Madigan. So moved.

At 8:30 Mrs. Glew moved the Board go into executive session to discuss personnel issues. Second: Mrs. O'Neil. So moved. At 9:05 the Board returned from executive session and the meeting was adjourned.

Diane Madigan, Secretary/es