

From: SimsburyCT Postings September 28, 2009 9:34:23 AM
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To: SimsburyCT_LibraryMin
Cc:

SIMSBURY PUBLIC LIBRARY BOARD OF TRUSTEES MEETING
September 21, 2009

THESE MINUTES HAVE NOT BEEN APPROVED BY THE LIBRARY BOARD

PRESENT: Bert Kaplan, Carol Bingham, Babs Gardner, Anne Erickson, Charmaine Glew. Susan Bullock, Director and Eileen Sickinger, Recording Secretary. George Boissard, Friends Liaison and Monica Starrett, President of Friends. The meeting was called to order at 7:05 P.M. by C. Glew, Chair. B. Kaplan moved the minutes of the August 17, 2009 meeting be approved with two corrections: correct spelling: Susan Ray and in the last sentence of page 1, ...libraries... Second: C. Bingham. The minutes were accepted as corrected.

Members of the public audience were welcomed: David Blume, Marianne O'Neil, Jeff Blumenthal and Diane Madigan - candidates for Library Board of Trustee in the November elections.

There were no additional agenda items.

COMMUNICATIONS: Ms. Himmelfarb forwarded an article from The New York Times on public libraries extending their hours.

B. Kaplan reported that the walkway to Boy Scout Hall has been completed. Mrs. Bullock shared a letter from Terry Walters, author, who will have a program at the Library on October 22nd.

Mrs. Bullock shared flyers on the upcoming 10th Anniversary Party for the Business Resource Center, and a program called "Boot Camp" that will help in managing a business.

REPORTS: Friends: G. Boissard reported on the success of the Used Book Sale. Although all the bills have not been paid, close to \$36,000 was made. At least 150 hardcover books (approximately \$3,000 worth) and eight boxes of children's books were donated to the Library from those donated to the sale.

At a Friends finance committee meeting it was reported that \$400,000 in building funds needs to be allocated. Another \$60,000 is still due from the building campaign.

It was also announced at this meeting that \$25,000 has been donated in memory of Marge Taylor's mother. The family requested that these funds be

used for large print books and equipment that can be used for the visually impaired. Initially more large print books will be purchased and then a decision on how to spend the additional funds will be decided.

Over \$4,000 was donated in memory of Dot Lappen, a Friends volunteer, and these funds will be used for large print books and books on CDs.

At the Friends meeting there was a discussion on the possibility of converting some of the current parking spaces on the upper level into additional handicapped spots. No final resolution was made.

It was also noted that Luise Bernkopf, a longtime Friends volunteer is seriously ill.

Personnel: Shadd Layton has been hired as the new evening custodian and he will also be working at Eno Hall.

Copies of the labor contracts for the secretarial, clerical and Library town employees were made available and will be discussed at a later meeting.

Decorating: Mrs. Glew will be getting another estimate for window blinds from Maher's.

Carpeting in the Children's Room that got wet over the summer has been cleaned.

Some repair work on the leaks has been done but there is still more that needs to be completed.

Building: The weatherstripping on the doors has been done. Problems with some of the rugs still need to be resolved.

The parking lot "pond" has not been addressed.

The book drop is functioning.

Mrs. Glew passed along to Mrs. Bullock the bill from Kenyon & Cutler from the consulting fee on the proposed room redesign. Funding for the actual project has not been decided.

Landscaping: The tree memorial has been approved and the tree will be planted this Fall. The tree warden, Tom Roy, will handle the type and placement of the tree.

Jane Hanna is researching the Frederick Low Olmstead & Sons involvement in landscaping of the 1820 House and Library property and a report will be forthcoming.

Parking: Since the walkway to Boy Scout Hall is complete additional parking at Boy Scout Hall is more assessable. The plowing and maintenance work for the walkway needs to be addressed.

Charette: Mrs. Gardner and Mrs. Bullock addressed the recent Charette meetings. The participants were divided into groups to discuss a plan for the town center. Reports were given and reviewed and a final presentation will be held in December with recommendations from the planning organization.

There was no Chair's Report.

DIRECTOR'S REPORT: The awarding of the RFID contract is expected to be made by the end of October. When the contract is awarded the equipment will be installed and then the chips will be placed in the books. It is hoped to have everything up and running in the spring.

James Miller has been working on the E-communications for the patron database. He has extracted e-mails so that targeted groups can receive information relevant to a particular group (teen, 65+,etc.). He is also working on new trends in library services such as Kindles and video game circulation. Attached to the Director's Report was Holdings vs. Circulation - a schedule of what percentage of the collection is out, by item type.

BUDGET: A brief discussion on the reduction in hours and the continued effort to have these hours reinstated.

LIBRARY POLICIES: Recommendations about changes and updating of the policies were reviewed and Mrs. Glew will prepare these and distribute them to the Board for final review. Mrs. Bullock stated that staff has requested a policy/procedure they could follow when pornography appears on computers. Since there are so many more computers in the Library this seems to be a more frequent problem then in the past. The Rules of Behavior and Use of the Library could cover this and it was suggested that something be put on the computer screens about the conduct that is expected of a Library patron.

At 9:00 P.M. C. Bingham moved for adjournment. Second: A. Erickson. So moved.

Anne Erickson, Secretary