

From: SimsburyCT Postings October 23, 2009 9:52:11 AM
Subject: Library Board of Directors Minutes 10/19/2009
To: SimsburyCT_LibraryMin
Cc:

SIMSBURY PUBLIC LIBRARY BOARD OF TRUSTEES MEETING
Monday, October 19, 2009
THESE MINUTES HAVE NOT BEEN APPROVED BY THE LIBRARY BOARD

PRESENT: Bert Kaplan, Carol Bingham, Babs Gardner, Anne Erickson, Joy Himmelfarb and Charmaine Glew. Susan Bullock, Director and Eileen Sickinger, Recording Secretary. George Boissard, Friends Liaison. Public Audience: David Blume and Marianne O'Neil.

The meeting was called to order at 7:05 P.M. by Mrs. Glew, Chair. B. Kaplan moved the minutes of the September 21, 2009 meeting be approved with the following corrections: program is called "Booth Camp", ...Boy Scout Hall is more accessible..., and correct spelling is Frederick Law Olmstead. Second: J. Himmelfarb. Minutes approved as corrected.

ADDITIONAL AGENDA ITEMS: Mrs. Bullock requested Holiday Closing be added to Agenda. Following discussion B. Kaplan moved that the following schedule be accepted for the Christmas weekend: Thursday, December 24th - close at 4:00 P.M.

Friday, December 25th - Library closed

Saturday, December 26th - Library closed

Sunday, December 27th - Library open regular Sunday hours: 1:00 - 5:00 P.M.

The motion was seconded by C. Bingham and unanimously approved.

For the New Year's weekend B. Kaplan moved that the Library close on Thursday, December 31st at 4:00 P.M. and close all day on Friday, January 1st. The building will be open its regular hours on Saturday and Sunday, January 2nd and 3rd, 2010. Second: B. Gardner. So moved

COMMUNICATIONS: A thank you note from Ray Dry was shared regarding the wall sculpture now in the Children's Room that was purchased with funds donated in memory of his wife Rene.

Hiram Peck contacted Mrs. Glew about whether the Board would consider spending \$5,000 for an engineering study to restore a pond that is on property between the Library and Boy Scout Hall. The rehabilitation of this area was discussed at the Charette. Mr. Peck has offered to speak with the

Board about any questions. Mr. Kaplan will meet with Mr. Sawitzke about the plans and Mrs. Glew suggested a task force be formed to review questions and concerns about the project. Before this is even started, however, it was felt the standing water in the parking lot would have to be addressed. Tom Roy has been asked to keep the parking lot lights on until 11:00 P.M. following numerous complaints about the area lighting. A memo to Mr. Roy with copies to Mary Glassman and Rich Sawitzke will be prepared requesting additional lighting at the bottom steps in both the upper and lower stairways of the parking lots.

Mary Turner from the Town's Recycling Committee has asked if a bin could be placed in the Library to recycle magazines and some newspapers. The committee would provide the bin and it would be an exchange program of these items. Since there were many questions about the upkeep and management of the program, Mrs. Bingham will invite Mrs. Turner to a meeting to inform the Board how the program is envisioned.

REPORTS: Friends: Mr. Boissard brought to the Board's attention a picture that was in the iTown section of the Hartford Courant regarding the recent \$25,000 gift from the estate of Ruth Bolz.

A Boy Scout has requested permission to build tables to hold books for the Used Book Sale as his Eagle Badge Project. Mrs. Bullock will meet with him to get more information.

Personnel: Mrs. Bullock reported that new staff evaluation forms are available for the 2008-09 year.

Jean Burditt, a long-time substitute reference librarian, has moved and her hours are being filled by existing staff. Linda Bilodeau recently lost her father and the Board's condolences will be sent to her.

Decorating: Pictures have been hung in the Wagner Conference Room.

Estimates for blinds that will be placed where there is a western exposure and for shades that will be placed on doors in different staff areas have been received. It was the consensus of the Board that Mrs. Glew could make the decision of which vendor would install these since the estimates were comparable. Friends money is available for these projects as well as the repainting of the conference rooms with a more durable paint.

Mrs. Glew will get an estimate on the cost to improve the lighting in the upper level of the building, particularly in the teen area.

Building: One estimate has been received for the work to be done to convert an area into another conference room and two more estimates will be sought. The parking lot "pond" is still a problem and Mrs. Glew will write Rich Sawitzke about it and Mr. Kaplan will speak with him.

Landscaping: Mrs. Bullock reported that the dead maple tree has been

removed and \$800 has been received from Tina Flecke to cover the cost of the elm tree that will be planted in the spring in memory of her mother. The outdoor sign will be discussed at the next meeting.

Parking: Last month the possibility of converting two parking spaces into additional handicapped spaces was discussed. Carol Bingham moved that two more handicapped spaces be added to the spaces already in place. Second: J. Himmelfarb. So moved.

CHAIR'S REPORT: Friends received a \$756.00 bill from the Town for the use of the High School gym during the book sale. The Library does not charge when Town groups use the building after hours and the general feeling was that this bill was exorbitant. Mrs. Bullock will look into this to see if some adjustment might be made.

DIRECTOR'S REPORT: The carpet problems still exist.

Staff members visited the Darien Library to observe their RFID program. This library is similarly to Simsbury's and the visit was very successful. Requests for proposals to install the program have been sent out and Mrs. Bullock has received the responses. If the bid is awarded in November the conversion would start in January and be on-line by April.

A copy of the Friends music series was in the Director's packet.

A member of the Simsbury High School Slam Poetry Club would like to hold monthly meetings at the Library and Mrs. Bullock and Joan Nagy will meet with him to work things out.

A copy of an article on digital lending was discussed. Different areas are being researched on the purchase and use of electronic books and how libraries will use them in the future were discussed.

BUDGET: The budget is on target and Mrs. Bullock explained that some line items are prepaid and therefore appear to be close to reaching their full expenditure amount.

POLICIES: Mrs. Glew will meet with Mrs. Bullock, Mrs. Himmelfarb and Mr. Kaplan to review the policy areas that need to be reviewed and up-dated. They will be meeting November 4th at 10:00 A.M.

At 8:50 P.M. Mr. Kaplan moved for adjournment. Second: C. Bingham. So moved.

Anne Erickson, Secretary

