

**Wethersfield Library Board
Minutes of February 28, 2012**

Members present: Dorene Ciarcia, John Gallivan, Ellyn Laramie, Clare Meade, Jenny Miglus, Dan Silver, Laurie Wrona.

Others: Laurel Goodgion, Library Director; Martha Mayer, Friends of the Library President;

Absent: David Drake, David Troy

CALL TO ORDER: Clare Meade called the meeting to order at 7:00 p.m.

PUBLIC COMMENT: None

ADDITIONS TO THE AGENDA: None.

FRIENDS OF THE LIBRARY:

- The Friends are renewing the subscription to Universal Class; one year for \$2,700.
- Upcoming expenses are the summer reading program (\$4,000 last year), and the museum passes (approximately \$3,500 last year)
- The Friends are still working out details of a fund-raising raffle to be held in late spring.
- Keep the Change has provided enough funds to purchase a set of steps for the children's self-check station.
- The spring book sale will be held the last weekend in April (April 28-29).
- A romance book sale was held on Valentine's Day in the Shinn board room.

TOWN COUNCIL LIAISON: No report.

LIBRARY BOARD CHAIRMAN:

- Clare thanked the board members who attended the RFID celebration on February 23.
- There is a vacant position on the board. Someone with investment experience would be preferred. Party affiliation is not an absolute criterion.

APPROVAL OF THE MINUTES OF JANUARY 24, 2012.

It was moved, seconded and carried to approve the minutes of January 24, 2012.

APPROVAL OF THE MINUTES OF FEBRUARY 2, 2012.

It was moved, seconded and carried to approve the minutes of February 2, 2012 with the correction of Laurie Wrona's name.

LIBRARY DIRECTOR'S REPORT

- There were no questions from the board on February's financial reports or the update to the Strategic Directions report.
- February was a very challenging month due to installation of the CASSIE and SPOT software products. Pam Kelly and Ken Bastura were very helpful and NSI provided technical support. The rollout has been quite smooth and the staff likes the systems.
- Celia Alison has been extremely helpful with the complexities of the RFID installation. Self-check is very popular in the children's section. A *Wethersfield Life* reporter visited

on 2/28. Bill Leukheart's article in the *Hartford Courant* gave an incorrect total amount devoted to RFID in the Capital Improvement budget. The correct number is \$90,000.

- The CT Educational Network will be upgrading internet service to the library. There is no cost to the town for this.
- Miss Brie's lovely photographs are currently on exhibit.

PROPOSED LIBRARY OPERATING BUDGET FOR 2012-2013:

- The revised version of the proposed budget reflects estimated increases in benefits.
- \$66,000 in cuts to the current budget line would need to be made in order to achieve a proposed budget with a 0% increase.

COMMITTEE REPORTS:

Finance Committee –

- Changes have been made to the signatories on investment accounts to reflect current board members on the finance and executive committees.
- There will be a Library Board Finance Committee meeting on March 12 at 6:00 pm.

Outreach Committee –

- The student marketing committee will present a draft of their project to the Outreach Committee meeting at 5:30 on March 6. Pizza and soda will be provided.
- Jenny handed out copies of an e-mail draft message. This message asks that stories about the library be sent to the town council and town administration. It would be sent out to the library newsletter list, the Friends distribution list, and to the lists of board members. The message was modified slightly and agreed to be ready for distribution.

Study Committee – Possibility of adding student board members:

- Stratford Public Library has high school students as non-voting members of their board. Clare will contact Stratford for more information.
- John feels it is important to be clear about the following:
 - What should we expect from these student members?
 - How should we choose them?
 - What grades should be represented?

Meeting was adjourned at 8:00 p.m.

The next board meeting will be on March 27, 2012 at 7 p.m.

Respectfully submitted:

Jenny Miglus, Secretary