

**Wethersfield Library Board  
Minutes of February 22, 2011**

**Members present:** Kim Bobin, Ralph Horowitz, Clare Meade, Jenny Miglus, Brad Milvae, Laura Nash, David Troy, Tim Tuell.

**Others:** Laurel Goodgion, Library Director; Kathy Pompa, Friends representative; Joan Guthier, Collection Services Manager.

**Excused:** David Drake, Dan Silver

**CALL TO ORDER:** Clare Meade called the meeting to order at 7:00

**PUBLIC COMMENT:** None

**ADDITIONS TO THE AGENDA:** None.

**UPDATE ON RFID PROJECT: JOAN GUTHIER.**

Joan Guthier demonstrated the mobile tagging unit being used in the stacks to put RFID tags into books. She noted that the lack of electrical outlets required the use of long extension cords and safety cones to alert patrons of tripping hazards. An estimated 12,000 items, (10% of the collection,) have been tagged so far.

**FRIENDS OF THE LIBRARY:**

- The Friends have agreed to \$3,367 in funding for museum passes for fiscal year 2012.
- Universal Class, an online educational service provided by Recorded Books, is also being funded by the Friends, up to \$3,000. These continuing education classes will be available to anyone with a Wethersfield Library card.
- The Community Center book sale brought in \$20. Leftover books were donated to Hartford Hospital and The Hospital of Central Connecticut.
- The Friends fundraising efforts yielded \$14,100 last year.
- The Friends are willing to consider replacement of the broken train table in the children's area if repairs are not possible.

**COUNCIL LIAISON:** No report

**LIBRARY BOARD CHAIRMAN:**

- Clare noted highlights of the library monthly report:
  - The SAT preparation classes currently being held at the library are extremely popular.
  - The number of distinct borrowers is up, likewise the number of teen card holders.
- Laurel was complimented on her preparation of next year's proposed budget. The town manager cited the library as an example to other department heads.
- Clare would like to have topics for board discussion at each monthly meeting. The topic for discussion for the March meeting will tentatively be new technologies in the library.

**APPROVAL OF MINUTES OF JANUARY 25**

- **It was moved, seconded and carried to approve the minutes of January 25 as presented.**

### **LIBRARY DIRECTOR'S REPORT**

- Laurel presented the operating budget and the action fund report.
- Director's goals update: after preparing the budget, Laurel has been at work on weeding the collection. This is especially time-sensitive since RFID tagging has started. Books to be removed from the collection need to be identified so they are not tagged.
- Laurel described the Universal Class to be funded by the Friends.
- The Connecticut and Connecticut programs are in danger of losing state funding. These programs are not expensive and represent the best in regional cooperation.
- The flat screen television at the checkout desk is now publicizing library programs.

### **COMMITTEE REPORTS**

- **Outreach Committee:** No report.
- **Finance Committee:** The committee spent considerable time working with the director to achieve a FY'12 budget proposal that would achieve three things:
  - No cut in hours of operation for the library
  - No cuts to the materials budget
  - A 0% increase from last year's budget.

The resulting budget was presented to the board. **It was moved, seconded and carried to submit the budget as presented.**

**POLICIES:** Tim complimented Laura Nash on her efforts in creating/amending these policies.

- Short Term Funds Policy – **It was moved, seconded and carried to accept the Short Term Funds Policy as presented.**
- Gifts and Donations Policy – **It was moved, seconded and carried to accept the Gifts and Donations Policy as corrected.**
- Endowment Policy – **It was moved, seconded and carried to accept the Endowment Policy as presented.**

**PROPOSED STRATEGIC DIRECTIONS 2011-2015:** Laurel passed out copies of the now completed Strategic Plan. The purpose of this document is to chart direction for the library, give direction for the staff, and to show Council that the library is planning for the future. Discussion was tabled until the March meeting to allow for board review.

**PROPOSED RESOLUTION REGARDING THE ENFIELD LIBRARY'S CANCELLATION OF THE DOCUMENTARY "SICKO":** After discussion **it was moved, seconded and carried to approve the resolution as amended.**

At 8:15 it was moved, seconded and carried to adjourn the meeting.  
The next regular board meeting will be on March 22, 2011, at 7:00 p.m.

Respectfully submitted 03/07/11,

