

**Wethersfield Library Board
Minutes of August 24, 2010**

Members present: Kim Bobin, Clare Meade, Jenny Miglus, Brad Milvae, Laura Nash, Dan Silver, David Troy, Tim Tuell

Others: Laurel Goodgion, Library Director; Martha Mayer, Friends Chairman; David Drake, Town Council Liaison; Felipe Mulero, member of the public

Excused: Ralph Horowitz

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

ADDITIONS TO THE AGENDA: None

FRIENDS OF THE LIBRARY:

- The Friends are preparing for the Cornfest.
- The Book Nook brought in almost \$500 last month. They continue to receive high quality donations including books on tape.

COUNCIL LIAISON: David Drake confirmed that the town manager, today, signed a contract for repairs for the library elevator. The elevator has been out of order for four weeks.

LIBRARY BOARD CHAIRMAN:

- No comments.

APPROVAL OF MINUTES OF JULY 27

- **It was moved, seconded and carried to approve the minutes of July 27 as presented.**

LIBRARY DIRECTOR'S REPORT

- Financial reports were reviewed. Clare asked whether the \$30,000 for RFID should be moved temporarily to the endowment account. Laurel stated this money will be spent quickly and so should stay in the Action Fund.
- Tim asked whether the new, less costly, custodial contractor was performing adequately. Laurel reported that their services are not as good as the more expensive contractor. Tim suggested she document poor performance.
- Laurel distributed an executive summary of her financial report. This summary will be updated for each board meeting. Activity is normal for this time in the budget year.

7:15 Patron Felipe Mulero arrived. He requested to sit in on the meeting and present public comment at the end.

- Laurel distributed and discussed her goals for the coming fiscal year. There was discussion of standards for public libraries and criteria for weeding the collection.
- The bequest of Jane Sjoman was discussed. Laurel attended a probate hearing on August 18 and it is likely that the estate will not be settled for some time. In order to meet the requirements of the bequest **it was moved, seconded and carried to take the minimum**

required funds from the existing endowed account to establish a new distinct endowment fund to receive the Sjoman bequest.

- Laurel reported that the elevator being out of service has required staff to carry books by hand upstairs to be re-shelved and to retrieve books from the second floor for patrons who can't climb stairs. Parents with strollers have had to leave them in the circulation area when they go downstairs to the children's area.
- This summer the Library offered an online reading program for teens. Laurel is interested in what programs are available for teens after school. She is meeting with Judy Keane to learn what activities the Keane Foundation is planning. Plans for a fall teen yoga class at the Library did not work out. She hopes to schedule one in the spring.
- Laurel was interviewed by the Hartford Foundation for Public Giving (HFPG) as a result of her successful grant application for RFID funds. She discussed how the public library has changed over the last 5 years. The HFPG will have a celebration of giving sometime in October, details TBA.
- The town's Blood Borne Pathogen Control Plan was discussed. It was suggested that the title page should have the name of the person who prepared the plan and the date. It was also suggested that the field for social security number be removed from the plan. Library staff will be receiving training in how to handle such situations on August 25.

POLICIES

- **Staff Internet Policy: It was moved, seconded and carried to approve this policy as presented.**
- **Tutoring Policy: After much discussion, it was moved, seconded and carried to approve this policy without the final two sentences.**

COMMITTEE REPORTS

- **Outreach Committee:** No report
- **Finance Committee:**
 - The finance committee reported on their meeting with the town council.
 - The committee's goal is to have a proposed budget to present to the library board by December 7.
 - Laura will draft an Endowment Policy to co-exist with the current Investment Policy.
 - Tim will review the library director's reports.
 - David Drake suggested the committee/board consider a line item in the budget for retiree health benefits since this will be required in the not too distant future.

PUBLIC COMMENT: Felipe Mulero of 746 Prospect St., Wethersfield expressed concern over perceived racial profiling in Wethersfield Public Library.

At 8:31 it was moved, seconded and carried to go into executive session.

At 8:46 it was moved, seconded and carried to leave executive session.

At 8:46 it was moved, seconded and carried to adjourn the meeting.

Next month's meeting will be on September 28, at 7:00 p.m.

Respectfully submitted 9/6/10,

