

## **Wethersfield Library Board Minutes of December 6, 2005**

**Members Present:** Donna Brown, Greg Curtin, Susan Grady, Howard Greenblatt, Brad Milvae, Polly Moon, Lucille Plouffe

**Members Not Present:** Gene Grayson, Karen Mortensen

**Staff Present:** Laurel Goodgion, Director; Pam Kelly, Adult Services Manager

**Also Present:** Luci Domick, President of the Friends of the Library

### **CALL TO ORDER**

Chairman Greg Curtin called the meeting to order at 7:00.

### **STAFF PRESENTATION**

Pam Kelly, Adult Services Manager, reported on the success of the 7th grade orientation visits to the Library. A main goal is to help students locate sources with accuracy and facility. A scavenger hunt was an interesting tool to help students learn about cataloging. Students that didn't already have them were issued Library cards. In addition to students learning how to use their Public Library, the visits helped the Library further develop its good working relationship with the education system.

Christine Fortunato, Town Council Liaison, arrived at 7:09.

Pam Kelly distributed information on the OverDrive Downloadable Audiobook Program. Discussion ensued. She also distributed a Digital Library Catalog. Questions and answers followed.

### **APPROVAL OF THE MINUTES**

Donna Brown moved to accept [the minutes of October 25, 2005](#). Polly Moon seconded. The motion carried.

### **FRIENDS OF THE LIBRARY**

President Luci Domick reported that the Friends are in business again with the following offices filled: Jane Sjoman as treasurer and Nancy DesRosiers as secretary. The Friends are looking for free storage space. There will be a general get-to-know-you meeting of the Friends on December 14 at the Nature Center. People are still collecting books and signing up for memberships. The Friends are open to suggestions.

### **COUNCIL LIAISON REPORT**

Christine Fortunato reported that she had attended a meeting last week with the Land Preservation Trust and farmers. Topics discussed were the acquisition of open space and a Farmers' Market, possibly to be held at the Nature Center. Counselor Fortunato is also working on the town's strategic planning. She and Mayor Morin will be going to the various boards and committees in town to discuss such topics as quorums and minutes.

Greg Curtin left at 8:00.

### **TECHNOLOGY COMMITTEE REPORT**

Donna Brown distributed the cover letter that Laurel sent to the Town Manager along with the Library's Technology Plan, which was approved by the Library Board on June 28, 2005. On August 3, 2005, the Town Technology Committee endorsed the goals of the Library's plan. Donna formally presented the plan to the Town Council on Dec. 5. She gave the Board an overview of the plan.

## **CHAIRMAN'S REPORT. NONE.**

## **DIRECTOR'S REPORT**

Laurel reported that the annual Salute to Business will be held on December 14, honoring the 19 businesses that have been in existence in Wethersfield for 75 years or more.

The library has a new book, *Successful Library Trustee Handbook*, which is available for use by Board members.

Laurel distributed an article from *Hartford Magazine* (Nov. 2005) entitled "Rating the Suburbs." Of the 12 towns with over 25,000 residents, Wethersfield ranked sixth in the Quality of Life category. A good library contributes to the quality of life in a town. According to the Hennon report, the Wethersfield Public Library falls short in certain areas.

Laurel also distributed another article, "Public Library Circulation Decreases, Expenditures Rise," from *American Libraries* (Nov. 2005)

Laurel and Liz Kirkpatrick are involved in the second One Book Four Towns project. Two books under consideration are Frank McCourt's *Teacher Man* and *The Good Wife* by Stewart O'Nan.

After school there is a lot of competition between adults and teenagers for computers.

The renovation is going slowly. Work should start on the Library side of the ground floor by February. Laurel continues to attend job meetings every week and also building committee meetings.

Laurel has set up a meeting with Consultant Simone Joyaux for January 18. She will discuss strategic planning with the Library staff. The Library will be closed in the morning and open at 1 p.m.

## **FINANCIAL REPORT**

Laurel distributed the November Financial Report along with Budget Explanations. Questions were raised and answered about some expenditures in the Action Fund.

## **OLD BUSINESS. NONE.**

## **NEW BUSINESS**

A list of the new Town Council will be sent to Board members by email.

Laurel distributed the Calendar for Preparation of the 2006-2007 Operating Budget.

The Library Board Retreat (Dec. 3) was reviewed and considered very successful. Every Board member was in attendance. A report by Simone Joyaux, Retreat Facilitator, praised the work accomplished at the Retreat and made many suggestions for successful execution of the goals of the Retreat.

## **POLICY REVIEW**

Donna Brown moved to affirm the Resident and Non-Resident Use Policy. Lucille Plouffe seconded. The motion carried.

Polly Moon moved to affirm the Sales in Library Policy. Donna Brown seconded. The motion carried.

At 8:45 Lucille Plouffe moved to adjourn the regular meeting and go into executive session. Donna Brown seconded. The motion carried.

Christine Fortunato left at 8:45.

At 8:55 Donna Brown moved, seconded by Lucille Plouffe, to end the executive session. The motion passed.

Donna Brown moved that, once the Library union contracts are in place, the Library Board delegate to the Town Manager, the authority to resolve grievances involving Library union employees. The Town Manager will consult with the Library Board, and drafts of the proposed resolutions will be reviewed by the Library Board Chairman before being presented to the Union.

Howard Greenblatt seconded the motion. The motion carried.

At 8:57 Brad Milvae moved to adjourn. Lucille Plouffe seconded. The motion carried.

Susan Grady, Secretary