

Approved

**Wethersfield Library Board
Minutes of December 3, 2013**

Members present: Joe Aguiar, Dorene Ciarcia, Mary Frazeur, John Gallivan, George Kelly, Penny Stanziale.

Others: Laurel Goodgion, Library Director; Martha Mayer, Friends of Wethersfield Library; Jeff Kotkin, Town Council.

Excused: Stephanie McKenna.

Absent: Mary Frazeur, Laila Mandour.

Call to order: Chairman Dorene Ciarcia called the meeting to order at 7:05.

Public comment: None .

Friends of the Library: Martha Mayer reported that the Friends are taking a break on processing donated books. Christmas items are currently on sale in the Book Nook. The Friends are planning to make several purchases including several book trucks for them to use in processing donations and would like to add more shelves for the Book Nook. The fall booksale was their most successful sale ever with revenue just under \$8,004.

Town Council Liaison: Dorene welcomed Jeff Kotkin as the new Town Council liaison to the Library Board. Jeff commented he will also be chairing the Town Council Budget and Finance Committee.

Library Board Chairman: Dorene reported that she had sent a thank you note to our outgoing Council liaison David Drake. She expressed appreciation for the contributions of Pam Kelly and Regina Aleksandravicius to make the Library Board retreat a success. At the next meeting would like to review the Library Board/Library Director Relationship policy. She will send out the document to the Board members in advance and asked them to send suggestions and comments to her.

Approval of the minutes: Penny Stanziale moved that the minutes of the October 22, 2103 Board Meeting be approved. Joe Aguire seconded. All were in favor.

Director's report: Laurel said that the budget is on target. Celia Alison and Laurel hosted a reception for the library volunteers. The programs for teens are going well. A book discussion group has begun for middle schools students. Jeff Kotkin asked about student behavior at the Library. He remembered that there had been problems in the past. Laurel said that since the library monitor position was created, there has been a big improvement. Dan Mendez, our current monitor, does an excellent job, learning student names and effectively addresses any misbehavior. The shelving purchase that the Board approved is now on order. Laurel asked that the funds remaining be used to purchase a CD rack, which will be manufactured by the prison industries. The Board agreed.

Committee reports:

Finance Committee: Dorene reported that the Finance Committee will be meeting in January to begin preparing the 2014-15 budget proposal.

Outreach Committee: John reported that Teen Librarian Beth Katsoros-Meehan has been in touch with Tracy Riordan at the high school and together they are planning another poetry night in April. High school students judged the essays that were submitted as part of the Holidays on Main writing contest co-sponsored by the Library and the chamber of Commerce.

The two committees will be working together to promote the Library Legacy endowment fund.

The meeting was adjourned at 7:42 p.m.

Respectfully submitted,
John Gallivan