

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

Members present: Kim Bobin, Ralph Horowitz, Clare Meade, Jenny Miglus, Brad Milvae, Laura Nash.

Others: Laurel Goodgion, Library Director; Martha Mayer, Friends President; Pam Kelly, Adult Services Manager.

Absent: David Troy, Tim Tuell, Dan Silver.

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

PUBLIC COMMENT: None

ADDITIONS TO THE AGENDA: None.

REPORT ON E-BOOKS AND TECHNOLOGY: PAM KELLY.

Pam Kelly gave a well-prepared and informative presentation on the technical, legal and economic issues surrounding e-books.

FRIENDS OF THE LIBRARY:

- The Friends' spring book sale is this coming weekend.
- The second book sale at the Community Center was much more successful than the first. Books that don't sell are donated to local hospitals.
- The Friends will be participating in the CT Library Association's Snapshot Day (<http://snapshotctlib.wordpress.com/>) on April 13.
- Book Nook sales continue to be strong – around \$400/ month.

COUNCIL LIAISON: David Drake thanked Laurel and the Board for their efforts in preparing this year's library budget.

LIBRARY BOARD CHAIRMAN:

- Budget update – the library budget has been accepted by the town manager for consideration along with all other town department budgets. There will be a public budget hearing on April 18. Council must approve the town budget by May 15.
- Clare has requested that the RFID project be given priority so that the system can be in use before next November. She understands that will mean that some other work will have to go on the back burner. Laurel will give statistics on how much of the collection has been tagged at each board meeting.
- Kim Bobin, Ralph Horowitz, and Brad Milvae will all be finishing their terms on the board in June and will not apply for renewal. Clare thanked them all for their efforts and support while on the library board.

APPROVAL OF MINUTES OF FEBRUARY 22

- **It was moved, seconded and carried to approve the minutes of February 22 with the addition of statistics on number of items tagged for RFID.**

LIBRARY DIRECTOR'S REPORT

- Laurel presented the operating budget and the action fund report. She is concerned about the limited amount of funds remaining in the supply line for items such as toilet paper.
- The library has recently received memorial donations in honor of two people. One set of donations have been designated to be used to purchase materials. The other set will go into the endowment fund.
- The English conversation group, started by Kim and Susan Grady, is thriving.
- The Connecticut and Connecticut programs, eliminated in the Governor's proposed budget, may be funded by the State Library through reductions in some of its resources and grants.
- Laurel distributed copies of the budget narrative using the functional program breakdown instituted by town manager Jeff Bridges last year.
- Laurel handed out copies of her goals progress report. As requested by Clare, she will be reporting statistics on RFID progress in all subsequent reports.
- The library Website is being refined and adjusted based on user feedback.

COMMITTEE REPORTS

- **Finance Committee:** There is a question as to whether the library's Directors and Officers Policy (D&O Policy) duplicates insurance coverage already provided by the town. The committee has asked for a statement in writing from the town that the town policy covers concerns specific to the library.
- **Outreach Committee:** Jenny introduced a library promotion and development campaign designed by OCLC (the Online Computer Library Center) called Geek the Library. This resource evolved from a study done by OCLC in 2008 on library supporters. Jenny asked the board to review the materials she distributed and to look at the Website to see if they think it worthwhile for Wethersfield. The Friends of the Wethersfield Library are tentatively supportive of this but would like board support as well. Discussion will continue at the next board meeting. Clare suggested collaborating with surrounding towns. Laurel will bring this up the next time she meets with local library directors.

PROPOSED STRATEGIC DIRECTIONS 2011-2015: After brief discussion **it was moved, seconded and carried to accept the strategic plan as presented.**

At 8:25 it was moved, seconded and carried to adjourn the meeting.
The next regular board meeting will be on April 26, 2011, at 7:00 p.m.

Respectfully submitted 03/27/11,

