

Approved

**Wethersfield Library Board
Minutes of August 27, 2013**

Members present: Dorene Ciarcia, Mary Frazeur, John Gallivan, Ellyn Laramie, Laila Mandour, Stephanie McKenna, Penny Stanziale.

Others: Laurel Goodgion, Library Director; Martha Mayer, Friends of Wethersfield Library.

Excused: Joe Aguiar, George Kelly.

Public Comment : None

Additions to the Agenda: None

Friends of the Library: Martha gave thanks to JohnGallivan and Penny Stanziale for finding new storage space for the Friends' book sale. The Friends are thinking of holding a special sale at the Christmas holidays due to in the flux of donations. Friends plan to be at the Cornfest, host a November book sale will host a Teacher Meet and Greet on Sept. 12th. at the Library. The Friends Annual Meeting is October 8th at 7pm in the Library's Community Room.

Council Liaison: No report.

Library Board Chairman – Dorene introduced our new board members, Laila Mandour and Penny Stanziale. Dorene reported that after a review by the Town Finance Department and the Town attorney, it was clarified that we are to only use the interest and dividends from the Sjoman Fund but not appreciation. We will need to vote again on the disbursement and will do so at this meeting.

Motion: Move to rescind the June 25, 2013 motion which was “Move to withdraw \$20,937 from the Sjoman Fund for the purchase of items for the adult collection. Motion by Stephanie, seconded by Mary Frazeur. All eligible voted and approved. Penny Stanziale and Laila Mandour abstained.

Motion: Move to withdrawn \$11,899 from the Sjoman Fund for the purchase of items for the adult collection. Motion made by John and seconded by Laila. All voted and approved.

The Sjomman Fund section of the Endowment Policy needs to be revised to reflect this new information and to remove the previous 90% cap. The Town's fiscal year, which runs July 1 to June 30 will be used as the basis of calculation for determining the amount to be withdrawn. .

Motion: Move to approve the proposed revision to the Jane Sjomman section of the Endowment Policy. Motion by Mary, seconded by Stephanie, all voted and approved.

Dorene asked for volunteers to serve on the Finance Committee. Right now she is the only member. The Outreach Committee could also use more members. It will be developing ways to grow the Library Legacy Fund. John Gallivan and Stephanie McKenna are on the committee.

Dorenen reviewed upcoming events: the Cornfest, Meet and Greet reception for library staff, Library Board retreat and reception in November for newly elected and continuing officials.

Motion to approve minutes of June 25, 2012. Motion by John, seconded by Mary, Approved. Penny Stanziale and Laila Mandour abstained.

Director's Report- Laurel reported that response to the children's, teen and adult summer reading programs was excellent. Many people submitted online reviews of the book that they had read. A new teen librarian, Beth Katsoris-Meehan has been hired. Alice Newton, who has been serving as teen librarian will focus instead on other services. Officials from Nagayo, our sister city in Japan, will be visiting for three days in October.

Laurel shared the Library Technology Plan progress report. Much progress has been made. It is time to revise the plan. The Library technology system gets increasingly complex. The Library has 87 computers to keep running and up to date as well as the new mobile computer lab. This occupies more and more of Pam's and Ken's time.

The Library's Community Room is used for many meetings, programs and film showings but lacks a sound system, which means it is often difficult for people to enjoy the presentations. The A year ago the Library Board approved using up to \$6,000 from the Board's Short-term fund account for the purchase of a sound system. These funds were set aside. In the process of preparing a more detailed request for an RFP, we learned that additional equipment is needed. The revised RFP was sent out and three vendors responded. An additional \$2,200 is needed. The Library Board's Long Term Funds Account contains \$39,598.

Motion: Move to appropriate an additional \$2,200 from the Library Board funds to complete the community room sound system project. Motion by Laila, 2nd by Mary, all voted and approved.

Committee Reports

Finance Committee. Dorene had nothing new beyond Sjoman Fund.

Outreach Committee- Stephanie said that she and John plan to meet on ways to grow Library Legacy Fund. Stephanie said that her friends are using *Zinio*, the e-magazine service, and enjoying it along with our online book collection.

The meeting adjourned at 7:58 pm.

Respectfully submitted by Ellyn Laramie