

Wethersfield Library Board
Minutes of September 24, 2013

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

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

Excused: Ellyn Laramie, Laila Mandour.

Public Comment: None.

Additions to the Agenda: None.

Friends of the Library: Martha reported that the Friends made \$337 from the sale of books at the Cornfest and \$52 at the most recent Famer's Market. The Friends book sale is November 2nd and 3rd. The storage pod is working well and is full. The Library has also been generous in giving the Friends expanded space in which to hold the sale. Phil Lohman will be speaking at the Friends annual meeting on October 8th.

Council Liaison: David Drake spoke about the Wethersfield High School renovation. The Town is moving ahead with purchasing a new radio system. This expense will impact the funds available for other areas.

Library Board Chairman: Dorene thanked the Board members for their help staffing the Library booth at the Cornfest. There was less traffic at the booth this year compared to previous years because the booth was not in a good location. She announced that Cedar Hill Cemetery is running a tour this weekend featuring Wethersfield residents.

Approval of the Minutes: Penny Stanziale made a motion, seconded by Stephanie McKenna to approved the minutes of the August 27, 2013 meeting as amended. All were in favor and the motion passed. Joe Aguiar and George Kelly abstained.

Director's Report: Laurel distributed the operating budget report with the executive summary. She announced that the Association of CT Library Boards is holding their annual conference on October 25th. Beth Katsoris-Meehan, our new Teen Librarian has been visiting classes at the High School. The Library will be closed to the public on September 25th so that needed work can be done on the computer system. Laurel reviewed what she and Office Manager Elaine Zieller do to keep the Library building functional, clean and attractive. It's a constant process.

Collection needs: The staff is weeding the book collection to create more shelf space. The new book collection is very crowded and needs more shelf space. Additional shelving for the very crowded series DVD collection will cost approximately \$3,500. Laurel is also evaluating the very crowded music CD shelving and determining how to address that issue.

Policy Review:

Library Loan and Fines Rates

Laurel observed that the current schedule is consistent with other towns in the area.

Motion: Move to affirm the Library Loan and Fine Rates policy. George Kelly made the motion, seconded by Penny Stanziale. All were in favor. The motion passed.

Tutoring policy

No changes were recommended. The Library is used by many tutors. **Motion: Move to affirm the Tutoring policy.** Penny Stanziale made the motion, which was seconded by George Kelly. All were in favor. The motion passed.

Staff Development policy

Motion: Move to affirm the Staff Development policy. Stephanie McKenna made the motion, seconded by Joe Aguiar. All were in favor and the motion passed.

2014 Library Board meeting dates

Motion: Move to approve the 2014 Library Board meeting dates as proposed. Penny Stanziale made the motion, seconded by Stephanie McKenna. All were in favor and the motion passed.

Mary Frazier arrived at 7:30 p.m.

Upcoming Events

Dorene reviewed upcoming events:

Wednesday, October 2nd at 5 p.m.: Meet and Greet reception for staff.

Tuesday, Oct 8th at 7 p.m.: Friends annual meeting

Thursday, November 14 at 5 p.m.: Meet and Greet for elected officials

Wednesday, November 20th at 5:30 p.m. Library Board retreat

Committee Reports

Dorene will contact Board members regarding committee choices.

Outreach Committee: John Gallivan said kudos to the new teen librarian for her presentations at the High School. Looking forward to Poetry Night in April with high school students.

The meeting was adjourned at 7:35 p.m.

Respectfully submitted by John Gallivan