

Weston Public Library Board Meeting  
October 6, 2015

PRESENT: Amy Sanborn, Lynne Langlois, Rick Ross, Anne Hunt, Denis Toner, Barbara Groves, Harriette Heller, Pam Kersey and Director Karen Tatarka

ABSENT: Michael Bellacosa

Chairman Sanborn called the meeting to order at 7:46 PM.

#### TREASURER'S REPORT

Treasurer Toner distributed the first quarter Treasurer's Report and commented that there had been little activity during the first quarter. Overall there was a net positive inflow. Member Ross moved that the Treasurer's Report be accepted, Member Kersey seconded. The motion passed unanimously.

Treasurer Toner brought up the fact that we currently have a TD Bank Money Market Account in which 3 funds reside (Music Fund, Nicolet Fund, and Hodes Fund). After discussion about the funds and their purposes it was agreed we would continue to track and spend these funds as is currently done. Treasurer Toner said he would add an additional stream to track State funds received from the State Report and ConnectiCard. The account will be retitled Programming Fund.

There was discussion about signatories on Library Bank accounts. Based on Treasurer Toner's discussion with the Bank the signatories are as follows:

- Endowment: Chairman Sanborn and Treasurer Toner
- New Programs: Chairman Sanborn and Treasurer Toner
- Director's Fund: Director Tatarka, Chairman Sanborn and Treasurer Toner

In Treasurer Toner's discussion with the Bank he learned that you cannot put amount limits on the signatories nor will they enforce dual signatures. For an additional cost we could create a flag for certain circumstances. It was agreed that we would leave the signatories as currently in place.

Discussion then moved to the renovation and the best way to handle the administration of the bills. After discussion Treasurer Toner recommended that Rick Darling, Town Finance Director, manage the administration and oversight over the renovation account. The Board agreed that a work flow, which would include the Weston Building Committee, for approvals and funding would need to be put in place as well as a schedule of who and how bills are approved. The Board agreed that by having the Town Finance Director oversee the process there would be long-term continuity. Treasurer Toner will move forward to put the process in place.

#### SPACE PLANNING

There was a brief discussion around the retirement gift for Miss Joy. Chairman Sanborn had funded the initial purchase of a rocking chair from the Library Board commemorating Miss Joy which will reside in the Children's Library. A motion to reimburse Chairman Sanborn was made by Treasurer Toner. The motion was seconded by Member Ross. The motion passed unanimously.

Chairman Sanborn raised a question about reducing \$10,000 from the PGA contract for work that would be handled by Cardno. She discussed with Town Administrator Landry who will work with PGA to resolve.

## DIRECTOR'S REPORT

Director Tatarka highlighted a few items (see appendix for full report).

- Director Tatarka is currently incorporating revisions into the Technology plan and should be ready to present it at the next Library Board Meeting.
- The Children's Library Director job has been posted and the search is moving forward.
- The new Rokus have been very popular.

## FRIENDS

Chairman Sanborn updated the Board on the New Yorker program. The Friends are not going to expand the program to include a weekend session. The Library Board will not need to help with funding for this season. The Friends will hold their annual book sale on the first weekend in November and are looking for volunteers to help.

## MINUTES

Member Hunt moved to accept the August 4, 2015 Minutes. Member Heller seconded. Members Groves, Kersey and Toner abstained. Chairman Sanborn, Members Heller, Hunt, Langlois and Ross accepted the minutes.

Member Ross moved to accept the September 1, 2015 as amended. Member Toner seconded the motion. Member Langlois abstained. The motion passed unanimously.

## OLD BUSINESS

Chairman Sanborn and Member Langlois gave an update about the wording for a plaque to accompany the giclée for Jane Atkinson.

The Board discussed the purchase of additional daffodil bulbs to be planted to supplement the daffodils originally planted in memory of Frank Vitale and that had been disturbed due to work done by the town. Member Langlois moved to approve up to \$2,000 for the project. Member Hunt seconded the motion. The motion passed unanimously.

Discussed the possibility of purchasing travel mugs as an alternative to the current mugs that the library sells. Director Tatarka will order some samples from different manufacturers for the Board to test.

## NEW BUSINESS

None

Member Ross moved to adjourn the meeting. Member Toner seconded. The motion passed unanimously. The meeting adjourned at 9:27 PM.

Respectfully submitted,

Pam Kersey  
Secretary Pro Tem

Approved November 2, 2015

*Operations*

- The gate count for September was 4,410 and the circulation count was 3,403.
- I am working with Tom and Gayle to push through maintenance on our parking lot lights and getting a land line reconnected in the Library prior to winter. I have also asked them to look in to the delay in getting our last two staff XP computers upgraded.
- The Fall newsletter is almost completed and should be available by the end of the week.
- Our weekend cleaning has not yet started. The cleaning company recently unionized, and Tom is working out how that impacts services, but he does expect the cleaning to begin soon.
- I will have the first quarter report to you next month.

*Technology*

- The Technology Committee has been continuing to work on updating the 3 year technology plan. The most recent set of revisions were received Sept. 30. I am working on integrating those comments now. I hope to have a plan ready for review at the next Board meeting.
- We applied for a \$7,500 Creativity Creates grant with the Association of Library Services to Children (ALSC) to help fund some additional maker-space type equipment. Rose took on the lion's share of this work and it was filed on Sept. 24. It was a very basic application, and the information can be used later for a WEF grant if we do not receive the ALSC grant. Youth Services has agreed to partner with us if grant money is received.

*Programs*

- The Library participated in two town-wide events with a display table featuring information about services and programs. We had a presence at Movie Under the Stars and at the Emmanuel Fair. The Friends helped man the tables at both events.
- Touch a Truck had about 75 people in attendance. The Alan Katz author talk had about 36 in attendance.
- The Spelling Bee was a very much enjoyed, but small program. We had a repeat winner from the last spelling bee.
- We've been working very hard to pull together all of the marketing for the large number of programs the Library and the Friends will host this year (please see below). The Forum has been helpful by running all of our press releases, and we have had a story (or more) in every Forum since September.
  - The first installment in our fall tech-tips workshop series was over-subscribed, and staff have arranged individual appointments with those who could not fit in the first session, which focused on how to get library-related apps (OverDrive, Hoopla, etc.) on a tablet.
  - Our first Minecraft meetup of the year was a hit with all of our regular Minecrafters in attendance and father/son teams working on the balloon Lego race car project.
  - Karl Meyer and Shareen Brysac will be offering a series of lectures beginning in November.
  - I have been working with Michelle Albright from Youth Services to pursue Tales to Tails, which we discussed last month. I have the necessary paperwork in to Tom for insurance purposes, and we hope to begin a program this Fall.

*Personnel*

- Senators Boucher and Hwang and Representative Shaban presented Joy with a citation for her service on 9/28. Thank you to those who attended.
- Interviews for the open Children's and Teen Librarian position began today (10/6).

*Please see below for October events list*

# October Events @ Weston Library



## Flu Shot Clinic, Oct. 8, 9:30AM-11:30PM

The Westport/Weston Health District will be offering flu shots at the Weston Library. The cost is \$45 for an injectable vaccine or nasal mist, or \$60 for a high-dose vaccine for people age 65 or older. The clinic accepts Medicare Part B, Anthem Blue Cross/Blue Shield, Cigna, Aetna and Connecticut insurances. Participants must bring their insurance cards. Otherwise, payment may be delivered in cash or check. Walk-ins are welcome, or you can book an appointment at <http://wwhd.org/flu-vaccine/>, or by calling 203-227-9571, ext. 231.

## Using Your iPad and iPhone for Photography, Oct. 8, 12:30PM

Learn how to use the iPhone or iPad as a camera! Join Terri Piekara to learn how to access, edit, organize and share photos that you take with your iPhone or iPad. We will explore the camera settings and discuss a variety of photography apps. Please bring your fully charged iPhone or iPad. Don't forget to bring your lunch!



## Author Talk: Lisa Paulson, Oct. 10, 3:30PM

Local author Lisa Paulson will be joining us to talk about her book *Living World War II: One Family in Weston, Connecticut: Memorable Letters and Experiences*. The book is compiled from notes and recollections left by her father, Scott Hill, and alternates between accounts of his technical involvement in the war and colorful vignettes of family life at home in Weston.

No reservations required to attend.

## New Yorker Roundtable, Oct. 13, 20, 27 11:45AM

Sponsored by the Friends of the Weston Public Library, the New Yorker Roundtable is a community discussion group where participants talk about news events, arts, politics and more! Moderated by Diana Loevy.

Issues and reading selections are available at the Library.



THE NEW YORKER

## SCORE workshop: Learn about the Basics of Trademark Law, Oct. 14, 6PM



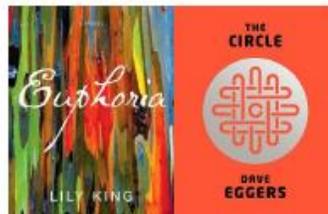
If you are looking to build a national or international "brand" for your products or services, you need to be sure your name can be trademarked and that you can build a successful social media and brand presence around the name. The workshop will include: different types of trademarks, when a name can be trademarked, how to register a trademark, and more. Presented by Cliff Ennico.

## October Book Groups

Thurs. Oct. 8, 10:30AM — *Euphoria* by King

Wed. Oct. 21, 7:00PM — *The Circle* by Eggers

Book Groups sponsored by Friends of the Weston Public Library.



To receive email notifications of Library events please write to [friendsofthewestonlibrary@gmail.com](mailto:friendsofthewestonlibrary@gmail.com).

# October Events @ Weston Library

## Weston Underground: A Lecture with Retired State Archaeologist Nicholas Bellantoni, Oct. 18, 2PM

The Friends of the Weston Library are pleased to present Dr. Nicholas Bellantoni, the Connecticut State archaeologist *emeritus*, for a discussion on "Historic Weston Under The Ground." This talk will address archaeological findings in the Weston area – and what those findings tell us about our history. Dr. Bellantoni has been involved in Connecticut excavations for over 40 years, and has many interesting stories to share with us.



## Movie Night: Age of Adaline (PG-13), Oct. 28, 7PM

Synopsis: Adaline Bowman has miraculously remained a youthful 29 years of age for nearly eight decades, never allowing herself to get close to anyone lest they discover her secret. However, a chance encounter with a charismatic philanthropist named Ellis Jones reawakens Adaline's long-suppressed passion for life and romance. When a weekend with Ellis' parents threatens to expose the truth, Adaline makes a decision that changes her life forever. Sponsored by Friends of the Weston Library.

## Medicare Open Enrollment Workshop, Oct. 22, 1PM

Medicare open enrollment starts October 15, and is usually the one time each year you can choose a new Medicare plan. Come learn how to compare plans and make sure you have the right health and prescription drug coverage for you. Presented by the Southwestern CT Agency on Aging & Independent Living.



## Minecraft Meetup and Builder's Workshop, Oct. 25, 1PM-3PM

Weston Public Library has its own Minecraft world, and kids are invited to come play in it! Bring a your Minecraft player name, your library card, and a parent or guardian, and we'll add you to the server! If you bring a computer, you can hang out for a while and play Minecraft with other kids. There will also be a chance to do some real-life building with Legos or by making Pumpkin Toothpick Towers.

## Author Talk: Helen Block, Oct. 25, 3:30PM

The Friends of the Weston Library are pleased to present local author Helen Block. Ms. Block will be joining us to talk about her new book *The Shoemaker's Daughter*. The book is a story of love and tragedy as a young couple fights to keep their family together in Nazi-occupied Poland. This is her debut novel. Copies are available at the Library.

No reservations required to attend.



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