

Weston Public Library Board Meeting
January 5, 2016

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

ABSENT: Harriette Heller

Chairman Sanborn called the meeting to order at 7:45 PM.

ELECTIONS

Chairman Sanborn moved to have Denis Toner remain as Treasurer. Member Ross seconded the motion. Motion passed unanimously.

Member Ross nominated Chairman Sanborn to remain as chairman. Member Groves seconded the motion. Motion passed unanimously.

Chairman Sanborn nominated Member Bellacosa to remain as vice-chairman. Member Ross seconded the motion. Motion passed unanimously.

Member Groves nominated Member Hunt to remain as secretary. Member Kersey seconded the motion. Motion passed unanimously.

SPACE PLANNING

Chairman Sanborn announced that the committee met with the Building Committee on December 16. Another meeting is scheduled for tomorrow night. Jack Davidoff suggested that electrical boxes be placed in the floor as a means of expanding the electrical outlets in the building for future use. There might be a reallocation of some of the \$360,000 approved by the Town if money is needed for a different project in the library.

The Building Committee moved that all invoices presented thus far should be paid. The next meeting was scheduled to meet at the library so members could get a visual on where and how the renovations would take place.

The current time line is for bids to go out in March. We still may have enough time to accomplish this. Director Tatarka met with Tom Landry to discuss furniture, lighting and the public bathroom. The Town is willing to spend money to replace sinks and toilets. Staff furniture may need to be phased into the budget rather than all at once.

Keeping the library open during renovation is still under consideration. The issue is that the bathroom may become inaccessible.

A discussion of General Contractors and Owner's Representative followed. The GC would be able to hire anyone he chose for subcontracting. Michael Tribe will formulate a list. The biggest concern is supervision of the installation of the windows.

TREASURER'S REPORT

Treasurer Toner handed out a second quarter report. Funds have been moved out of the Endowment Funds into the Weston Public Library (WPL) Programming Fund. The intent is to spend the money currently in the Music, Nicolet and Hodes Funds so only one fund remains.

Mrs. Helen Greene made a donation of \$25,000 but it did not arrive in time to be included in the 2015 report.

Member Kersey moved to accept the Treasurer's Report with updates. Member Groves seconded. The motion passed unanimously.

Director Tatarka opened the discussion on the recognition of Mrs. Greene's gift. She was interested in developing the patio area. A Donation Policy needs to be formulated for handling donations. Smaller donations could be acknowledged with a book plate. Most libraries have an on-line link so people who make donations could receive recognition of such. Treasurer Toner and Director Tatarka will work on a policy for future donations.

DIRECTOR'S REPORT

Children's Librarian, Pamela Wilonski, has been working on a teen blog. She will try to get teenagers involved, possibly with a Teen Advisory Board. Her attendance numbers at functions will be posted on future reports.

Rose Simpson would like a Squishy Circuits Policy for the Squishy Circuits which will be used in the library. Member Kersey moved to accept the Squishy Circuits and Makey Makey Policies with the amendment that children younger than 8th grade have adult supervision. Member Ross seconded the motion. It passed unanimously.

BUDGET

Director Tatarka presented to the Selectmen how the library handled funds, the people counter and the capital budget. The Selectmen did not question our requests, one of which consisted of having the library cleaned more frequently since we are open 7 days a week. Additional cleaning was approved for FY 2015-2016 and is currently in place. Also, a discussion was held about getting books to the library from the school libraries for summer reading programs.

Chairman Sanborn distributed a spreadsheet of the budget. The library was not asked to change any line item on the budget.

FRIENDS

The Friends are conducting their annual fundraiser on-line.

MINUTES

Treasurer Toner moved to accept the December minutes. Member Langlois seconded. The motion passed with three abstentions: Members Bellacosa, Ross and Hunt.

OLD BUSINESS

The March 3 date for a Library Board meeting should be changed to March 1. Member Kersey moved to accept the change. Member Ross seconded the motion. It passed unanimously.

Treasurer Toner handed out packets of possible mug options to offer for sale.

NEW BUSINESS

None

Member Ross moved to adjourn. Member Kersey seconded. The motion passed unanimously.

The meeting adjourned at 9:53 PM.

Respectfully submitted,

Anne Hunt
Secretary

Approved Feb. 1, 2015

Director's Report

January 5, 2016

Operations

- The ballasts necessary to repair the parking lot lights have been ordered. They are still under warranty, but the Town will have to arrange for the labor to install them. We have received help on this from Jack Davidoff, a member of the Building Committee.
- The train table approved by the Library Board last month has arrived. Karen Bennet=s husband has kindly volunteered to permanently attach the tracks to the table. The train table should be available to the public shortly.
- The Town has agreed to pay Triple S for a cleaning of the upholstered furniture in the Library (those pieces that will not be re-upholstered with the renovation). This will include the sofas and chairs in the Children's room, which are nearly threadbare in places, and the chairs in the Board Room.
- Supplemental Saturday cleaning service began January 2.
- I am working with Randi at Town Hall to try to accommodate all of the non-profits that meet at the Library regularly during the time that our meeting spaces will be unavailable.
- We had a boiler malfunction on December 26. One of the circulation pumps had a broken coupler. Tri City has replaced the part.
- In light of the recent generous donation from Mrs. Greene, I would like the Board to consider a way to recognize donors. I polled the directors at a recent FLAG meeting, and all have some type of policy in place. I have collected preliminary data that I will distribute at the Board meeting.
- Still in need of resolution: POTS line to Library, additional light above book drop

Renovation

- We currently have two options for storing the collection during the renovation, both of which have been approved by Tom Landry. Possible locations include the Senior Center Gym or Emmanuel Church. We will also need to follow up with Ken Craw about possible space at the schools. I will consult with the two movers who have provided us estimates to see if/how this impacts the overall cost of the project.

Budget

- The budget was submitted Dec. 17. We were informed at a Building Committee meeting on Dec. 16 that the capital budget had already been set. I have had subsequent conversations with Tom to insure that our capital needs are reviewed.

Technology

- Rose has scheduled 2 mini maker programs for January (please see below). She has on loan from the State Library a kit with the Makey Makeys and we have purchased several Squishy Circuit kits that Rose would like to lend out for use in the Library after she holds her programs.
 - In order to make mini maker programs accessible to all and to also host educational workshops for adults, we hope to request a WEF grant this winter for 5 Chrome books and an appropriate charging/storage container.

Programs

- Animal Embassy did very well with about 45 in attendance.
 - Pamela's magician had an incredible turnout. We may have to institute reservations for future programming.
 - Coffee travel mug update (Denis)

January Programs

January Book Groups (Friends)

The Goldfinch by Tartt January 14, 10:30AM

Memory of Violets by Gaynor January 20, 7:00PM

Lunch and Learn: Decluttering and Organizing Your Home (Friends) with Deirdre Dolan Nesline of Smooth Transitions of Connecticut and Florida January 14, 12:00PM

Deirdre Dolan Nesline, a move manager/declutter professional, will present the fine art of decluttering, organizing and rightsizing your home. Deirdre will speak about getting rid of stuff and how to keep it moving out of your home.

The presentation will put a positive focus on what can be an overwhelming and sometimes emotional task as well as ideas and suggestions for our own decluttering. Feel free to bring a bagged lunch.

Tech Tips Workshop: Introduction to the iPad (Library) with Terri Piekara

January 21, 12:00PM

Did you receive a new iPad for the holidays and don't know where to start or just want a refresher course on the basic functions of the iPad? Join Weston's favorite iPad guru, Terri Piekara, for an introduction to the iPad. Terri will lead us through all the basic controls, settings and features of the iPad. While having a brand new iPad isn't necessary to enjoy this class, devices should be operating on iOS 7 or higher.

SCORE: Lessons Learned From Running a Business (Library) with Matt Krieger, co-owner of Cober, Inc. January 21, 6PM

This workshop will share a set of lessons learned during the daily operations of a business. Spanning sales, operations, finance, HR and more, each scenario is presented in a problem-faced, lessons-learned format and each is no more than a few minutes long. The lessons that will be presented apply to businesses of all types. Register at <https://fairfieldcounty.score.org/>.

Meyer-Bryson Lecture Series (Friends)

January 24, 3:30PM

Topic TBA

Movie Night: The Martian (PG-13) (Friends/Library)

January 28, 7:00PM

When astronauts blast off from the planet Mars, they leave behind Mark Watney (Matt Damon), presumed dead after a fierce storm. With only a meager amount of supplies, the stranded visitor must utilize his wits and spirit to find a way to survive on the hostile planet. Meanwhile, back on Earth, members of NASA and a team of international scientists work tirelessly to bring him home, while his crew mates hatch their own plan for a daring rescue mission.

Children's & Teen Programs

T is for Toddle Time!

Meets every Tues. & Thurs. at 10:30 am. Music, movement, and creative story times for babies and toddlers with parents and caregivers.

Recycling Through Literature

New Time! Meets every Tues. at 3:30 and 4:45 pm. Stories and coordinating craft project which promotes the use of recycled and natural items for grades K B 2.

Wiggle Giggle Wednesday!

New Time! Meets every Wed. at 3:30 pm. Singing, dancing, and stories geared for children 3 & 4 year olds.

Building with Literature

Meets every Thurs. at 3:45 pm. Story and coordinating piece of art work that complements the story for grades 3 & 4.

Come Build With Us

Teens, Tweens, and kids of all ages; please join us for a LEGO[®] building session where you choose to accept our challenge or you may simply free-build. We supply the bricks, you supply the ingenuity and creativity. Join us Saturday, January 9 from 3:00 B 4:00 pm.

Tube Art and Tween Time

Students from grades 5 and up, please join us Wednesday, January 13 at 6PM as we construct art using paper towel tubes. Paints, tubes, and glue combined with your ingenuity and creativity are fine combinations for soaring imaginations.

Calling All High School Readers

Beat the winter doldrums when you join us for a high school book discussion. We will chat about books that we've been readings, books gone reel, and anything else that has our attention all while we sip hot chocolate and nibble at chocolate treats. Please come by Saturday, January 16 at 3PM for a book chat and an unveiling of brand new books.

Reading to Rover

January 9th, 11:00AM-12:00PM

Weston Youth Services Director, Michelle Albright, will bring her ROAR (Ridgefield Operation Animal Rescue) certified therapy dog, Nellie, to the Weston Public Library! Stop in for a 15 minute reading session with Nellie.

NEW! Tech Programs for Children

Minecraft Meetup January 10, 1:00PM-3:00PM

Join us for some pixelated fun! Bring your own laptop and join us in the Community Room for our monthly Minecraft Meetups. Play on the Fairfield County Minecraft Server or your own and share tips and tricks with other Minecrafters. No reservation required!

Make Your Own Video Game with Scratch and Makey Makey

January 12, 4PM for grades 3-6Please note: Participants will need to bring their own laptop or tablet for this program.****Join Library Tech Rose Simpson and learn how to program your own video game using Scratch! Scratch is an easy-to-learn programming language that can be used to make games and animated videos. Kids from grades 3-6 are invited to learn how to program a simple game, as well as tips for making more complex ones. **Space is limited.** For grades 3-6. **To register, please email westonlibrary@westonct.gov.**

Squishy Circuits and Crazy Controllers

January 26, 4PM for grades 3-6Join Library Tech Rose Simpson and learn what a circuit is by experimenting with Squishy Circuits, which is conductive dough, along with real electronic components like LEDs and buzzers. Kids can use what they've learned about circuits and conductivity to make strange things into game controllers with Makey Makey. You could make a banana piano, or play Tetris with tin cans! **Space is limited.** For grades 3-6. **To register, please email westonlibrary@westonct.gov.** Kids are invited to bring a laptop.