

Weston Public Library Board Meeting
September 13, 2016

PRESENT: Chairman Amy Sanborn, Anne Hunt, Pam Kersey, Denis Toner, Lynne Langlois and Director Karen Tatarka

ABSENT: Michael Bellacosa, Rick Ross, Amy Jansen and Barbara Groves

Chairman Sanborn called the meeting to order at 7:50 PM.

FRIENDS

Director Tatarka announced that the first Friends meeting will be September 14. The Wednesday Book Group will be starting again. The New Yorker group will be starting in October.

OLD BUSINESS

Director Tatarka has been working on publicity to recognize Hershel and Hamilton. Two books on Weston are needed from the Historical Society. A date needs to be set agreeable to both boys and their families.

A thank you note needs to be sent to Norfield Church for allowing us to use their space this past summer. Director Tatarka will write the contribution check of \$500 and Treasurer Toner will reimburse her.

Member Toner reported that the Contigo mugs will cost about \$20 apiece. It was the sense of the meeting that we use the library logo on stainless mugs with black lettering. They will be sold for \$25 each. He will make a small order, depending on the price break, and we'll see how well they sell before ordering more. Member Langlois moved to authorize Treasurer Toner to spend up to \$2,500, at his discretion for the purchase of the mugs. Member Kersey seconded. The motion was approved unanimously.

Director Tatarka investigated tote bags. The Board decided to defer to the Friends to handle this project if they so choose.

TREASURER'S REPORT

Treasurer Toner handed out the Fourth Quarter Financial Report. He highlighted that the Vitale funds became unrestricted in May. After discussion, a few changes were suggested and Treasurer Toner said he would amend the report and distribute it again at the next Board meeting. Member Hunt moved to accept the report as amended. Member Kersey seconded. The motion passed with Treasurer Toner abstaining.

SPACE PLANNING

Chairman Sanborn reported that weekly renovation progress reports are held every Thursday morning at 8:30 AM. Anyone is welcome to attend. She then highlighted items which were discussed. Chairman Sanborn then handed out a renovation summary for discussion. She said work is currently running about two weeks late. She reviewed the status and timing of various aspects of the project

DIRECTOR'S REPORT

The Starbucks coffee machine that has been ordered will take cash or credit cards. Director Tatarka will use her Director's Account to keep track of the money. Director Tatarka will investigate how the supplier manages the accounting for the system.

A policy for MakerSpace will be available for review next month. Director Tatarka has applied for a \$1,500 Community Education grant from the Weston Education Foundation.

Director Tatarka suggested a concert by the Karkowska Sisters. The sense of the meeting was to try to arrange it. She will try for Saturday, December 10 at 3:00 pm.

Summer circulation was only down by 11% even though only 25% of the collection was available for circulation. E-books have dipped in circulation in line with industry trends but audio books have gone up.

Director Tatarka is going to submit the Annual Report with her budget requests to the Finance Committee.

MINUTES

Member Toner moved to accept the July minutes as amended. Chairman Sanborn seconded. Four members voted to accept the minutes with Secretary Hunt abstaining.

Member Kersey moved to accept the August minutes. Chairman Sanborn seconded. Three members voted to accept the minutes with Members Toner, Langlois and Hunt abstaining.

NEW BUSINESS

None

Member Kersey moved to adjourn. Member Langlois seconded. The motion passed unanimously. The meeting was adjourned at 9:29 PM.

Respectfully submitted,

Anne Hunt
Secretary

Approved October 4, 2016