

Weston Public Library Board Meeting November 3, 2014

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

ABSENT: Harriette Heller and Rick Ross

Chairman Sanborn called the meeting to order at 7:47 PM.

TREASURER'S REPORT

Treasurer Toner presented the first quarter report, starting in July, 2014. There were no major flows in the first three months. Member Langlois moved to accept the Treasurer's Report as presented. Member Groves seconded. The motion passed unanimously.

BOARD GOVERNED FUNDS

Chairman Sanborn had nothing to report at this time.

SPACE PLANNING

The committee will be meeting with Peter Gisolfi Associates tomorrow, Tuesday, November 4th to discuss and provide feedback on the plans they have developed.

STRATEGIC PLANNING

Director Tatarka passed out an Executive Summary Report of the focus group and survey findings. This report has been shared with staff members and they will be discussing the results. Director Tatarka has also shared a working draft of the strategic plan with the Strategic Planning Committee. She asked for any input by the end of the week. The committee hopes to have a draft of a plan by the next board meeting.

DIRECTOR'S REPORT

The current fire alarm vendor has not done an inspection within a period of time necessary to file the grant application. This was accomplished. A new fire alarm vendor will be considered in the spring in advance of the next required fire alarm inspection..

The AT&T/Frontier changeover resulted in the loss of the library's two land lines. This caused the loss of a connection for our fire alarm system and the public fax machine. Director Tatarka is working closely with Sharon Shattuck and Frontier to rectify the problem. The Town is currently monitoring the library more closely until the situation is resolved.

There have been some issues with the MARC records updating our on-line catalogue for Zinio and Indieflix. Recorded Books is working to correct the problem.. They are working to correct the problem.

Gate count for October was 5,448.

Our new part-time staff person has been hired. Her name is Anna Franz. She is currently working on on-line marketing and will eventually become the digital resource person. She will be trained to work the front desk.

Miss Joy held her Monster Mash Summer Reading party last Wednesday. There was a guest appearance by Magic Genie.

Herschel Meadow and Hamilton Forsythe have been researching the 3-D printers and have changed their preference to a Printrbot. The Board approved the decision.

It has also been suggested that it would be a good idea to get a VHS converter.

Annual State report should be done this month. Member Sanborn suggested that Treasurer Toner structure his report to include cumulative data that would make it easier for Director Tatarka to compile the State report. Treasurer Toner will confer with Director Tatarka to determine what she needs.

The Internet and Computer Use Policy has been amended with an item regarding downloading and shareing illegal files. Member Langlois moved that the amended policy be accepted. Member Kersey seconded. The motion passed unanimously.

As part of the Historical Society's World War I programs, Miss Joy and Director Tatarka will be reading Stubby the War Dog to third graders.

Director Tatarka announced that she is pursuing a governmental PayPal account since we cannot get one under the non-profit or the educational status. She has been in discussion with Mr. Landry about this since the library would have to use the Town's EIN number and will meet with the Town Attorney to review any concerns.

A new project for student volunteers is being developed. They are being asked to track obituaries which, in turn, will help with geneology searches. Our records track back to the 1970's. The results of this research will be put on-line through our website.

COMMITTEES

Chairman Sanborn handed out a list of committees and requested that everyone rank them in order of their preference. She wanted them returned by the end of the meeting. Committee assignments will follow as necessary. Denis Toner and Pam Kersey were added to the Budget Committee as that work will start before the next Board Meeting.

PROGRAMS

The Board had a philosophical discussion regarding the Board's involvement with programming. The Board-supported philosophy is that programming ideas that are presented to the Director and/or the Board and which are supported by the Director will first be offered to the Friends. If the Friends do not hae the interest or the bandwidth to present the program and the Director believes it is of value, she will then bring the program idea to the Board and ask for volunteer(s) from the Board to oversee implementation.

FRIENDS

A program on Korean Culture will be presented on Sunday, November 16.

The Lunch and Learn program on November 19 will focus on the current situation in Nigeria concerning the captured school girls.

Minecraft and Lego programs will be held on November 9.

Movie night on November 19 will present "Maleficent".

The Friends' annual fundraising letter will not be able to be sent before the end of the year due to unforeseen circumstances. Chairman Sanborn requested that flyers soliciting Friends' membership be placed at the front desk to remind the people that donations to the Friends are always welcome, particularly as the end of the tax year approaches. Director Tatarka is going to increase the visibility of the link to the Friends group on the library website to encourage the public to become members.

MINUTES

Member Langlois moved to accept the minutes from the Board meeting on October 7. Member Groves seconded. The motion was approved with two abstentions.

OLD BUSINESS

None

NEW BUSINESS

Chairman Sanborn asked that everyone take a look at 2015 so that we can approve a list of meeting dates for 2015.

Member Kersey moved to adjourn the meeting. Member Hunt seconded. The meeting was adjourned at 8:58 PM.

Respectfully submitted,

Anne Hunt

Secretary

Approved December 2, 2014