

Weston Public Library Board  
Regular Meeting

Tuesday, February 5, 2013

7:45 PM, Library Conference Room

Present: Library Board members: Michael Bellacosa, Joan Henderson, Anne Hunt, Lynne Langlois, Sherry Pallay, Richard Ross, Chairman Amy Sanborn, Denis Toner; Director Karen Tatarka

Absent: Barbara Groves

Meeting called to order by Chairman Sanborn at 7:50 PM.

Treasurer's Report:

- Aside from a few small transactions, there was no significant news to report.

Endowment Fund:

- Chairman Sanborn and Director Tatarka met with Pat Sullivan for an update on the Vitale Bequest.
- Chairman Sanborn will meet with Pat Sullivan again to explore investment fund options for a municipal library.
- Member Toner will revise his draft of the Financial Plan and incorporate some of the ideas from the Financial Plan that was recently drafted by the Board.
- Members of the Board discussed the option of having the Town managing Library assets in order to reduce the Board's liability. Chairman Sanborn will explore potential constraints that might result from this arrangement.
- Director Tatarka will explore insurance coverage that would protect the Board for library assets in excess of \$50,000.

Policy

- Chairman Sanborn will ask Pat Sullivan whether the guidelines in the Library Bylaws concerning the election of officers should be changed to coordinate with the new Town Charter election policy.

Budget

- Chairman Sanborn and Director Tatarka met with Gail Weinstein, Rick Darling, and Tom Landry for a preliminary discussion of the budget. Director Tatarka was asked to reassess and revise the computer acquisition schedule. She will resubmit a new acquisition proposal to include one refurbished computer this year (instead of a new computer) and two for next year in order to cut costs. Director Tatarka and Chairman Sanborn made a strong case for the need to increase staff hours to cover part time staff when they are out of work for sickness or vacation.

#### Directors Report:

- The community room, staff hallway, office and ceiling in the children's room, were painted. The fire door was fixed. Director Tatarka will work with the alarm company to fix the community room doors. She has asked Tom Landry to install an emergency panic button.
- Pest control is now part of the budget for the Library.
- An Internet connection was installed in the Library that is separate from the Town and Weston Schools.
- Bibliomation has been updated and is running smoothly. The company released a children's version of the card catalogue.
- "Take Your Child to the Library" was attended by 70 people and was well received.
- Director Tatarka received re-certification for CPR. The Town has agreed to pay for a defibrillator.
- Director Tatarka reviewed the Second Quarter Report.
- Director Tatarka mentioned that Representative Brian Sear of Canterbury CT is proposing legislature at the state level that would prevent publishers from inflating the prices of ebooks when selling to public libraries.
- The Library has been maintaining a "Staff Reads" page on Pinterest. The goal is to expand upon this with lists of award winners and book club suggestions.
- The gate count increased from 4011 to 4712 and facilities use by outside groups increased from 20 to 40 this past month.

#### Technology Planning:

- The digital Signage was ordered.
- Director Tatarka met with the technology committee to discuss the redesign of the Library website. The group will continue to meet over the next months.
- Director Tatarka will explore costs for a mobile website.
- Director Tatarka and the technology committee met with ECA, a collaborative workstation vendor, to explore additional collaborative workstation options. Any further decisions will wait until space planning is underway.

#### Space Planning

- Director Tatarka and several of the Board members discussed what interior space design improvements they envision for the Library. The space planning committee will meet over the next few months and report back to the Board as plans progress.

#### Friends:

- The Friends have scheduled several new and exciting programs for February.

#### Minutes:

- A motion was put forth by Member Hunt and seconded by Member Ross to approve the December minutes as amended. The vote was unanimous.

New Business:

- Several Board members gave suggestions for future programs including library golf, a group course using MIT courseware, a presentation on the Second Amendment by a current author, and another classical concert by Matthew Harrison and Vlada Yaneva.

On a motion by Member Hunt, seconded by Member Langlois, the meeting was adjourned at 10:14 PM.

Respectfully submitted,

Sherry Pallay  
Secretary