

Weston Public Library Board  
Regular Meeting

Tuesday, May 7, 2013

7:45 PM, Library Conference Room

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

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

Treasurer's Report:

- Given his travel schedule and absence, Treasurer Toner reported to Chairman Sanborn that there was no specific financial activity that needed to be reported.

Endowment Fund:

- A distribution was made from the will of Franc Vitale for the benefit of the Weston Public Library. Member Toner has put the funds into a conservative investment.

Ella Gifford Award:

- Chairman Sanborn will coordinate the Ella Gifford Award with the Weston High School.

Policy:

- Director Tatarka reviewed drafts of a revised *Collection Development Policy* and *Statement of Concern*. The documents were discussed and amended. After an additional review, a final vote will be made at the June Board meeting. Director Tatarka will work on a policy for culling books.

Budget:

- The Library budget for the fiscal year 2013 was approved. The Library did not receive the requested additional hours for part time staff but did receive a small increase to fund hours that are currently assigned.

Directors Report:

- Director Tatarka and staff member Karen Bennett attended the Connecticut Library Association conference this past month.
- Director Tatarka is exploring alarm companies in order to resolve the community room door violations.
- The electrician has fixed the lights.
- Events this month included Family Fun Week and Snap Shot Day. Tom Bennett designed thank you cards with some of the positive comments made by the patrons about the library.

- The Library has been invited to participate in the soft launch of the EDGE Initiative, a technology benchmarking study funded by the Bill and Melinda Gates Foundation. This initiative helps libraries evaluate their current technology and strategically plan for the future.
- Library staff attended four webinars and a workshop as part of their professional development.
- After discussion, a motion was put forth by member Henderson and seconded by member Hunt to approve \$500 for the Library Summer Reading Kick-off. The vote was unanimous.
- Director Tatarka reviewed the Third Quarter report.
- Legislature preventing publishers from charging libraries an inflated price for ebooks has not been resolved.
- The gate count was 5048 and use by outside groups was 40 this month.

#### Technology Planning:

- Director Tatarka distributed a *Website Design Prospectus* and *Website Summary* for review by the Board. The documents were briefly discussed. Since several of the Board members were absent for this meeting, the documents will be sent via email so that all the members can review them prior to the June Board meeting.
- As is the case with the town website, Tom Landry informed Director Tatarka that we do not need a RFP in order to hire a web designer.

#### Space Planning:

- Several of the space planning committee members toured a number of libraries. The group is narrowing their list of potential architects/designers for the library space project.
- Director Tatarka will contact Sacred Heart University to see whether they have the resources to do a SWOT (Strengths, Weaknesses, Opportunities, Threats) analysis for the library as part of their free community service. This will give us additional information as part of a strategic plan.

#### Friends:

- Member Pally reviewed present and future scheduled programs.

#### Old Business:

- Chairman Sanborn thanked Members Hunt, Pally and Groves for coordinating food and supplies for the Parisian themed concert by Matthew Harrison and Vlada Yaneva. Approximately 40 people attended the program.
- Chairman Sanborn showed the Board a reusable shopping bag that we might consider purchasing with a Weston Library logo for the 50<sup>th</sup> anniversary event.
- Member Bellacosa will schedule an Astronomy program for September or October since it was so well received in the past.
- Mini golf will also be explored as a possible event.
- The fibulator has been installed.

On a motion by Member Groves, seconded by Member Henderson, the meeting was adjourned at 10:00 PM.

Respectfully submitted,

Sherry Pally  
Secretary