

Weston Public Library Board  
Regular Meeting

Tuesday, May 8, 2012

7:45 PM, Library Conference Room

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

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

Treasurer's Report:

- Treasurer Toner presented the update for the third quarter fiscal year. On a motion by Member Langlois, second by Member Hunt, the report was unanimously approved.

Endowment Fund:

- Treasurer Toner discussed the Endowment Fund with Pat Sullivan.

Policies:

- Changes were discussed concerning the Community Room Use policy. It was suggested that the Friends be allowed to charge a small fee for limited enrollment instructional programs in order to defray costs. It was also suggested that since space is limited in the town, Weston Municipal Department groups should be allowed to charge a fee in order to defray the costs of their Town sponsored programs. It was agreed that Member Sanborn would rework the wording on the *Policy on Use of Community and Conference Rooms* document in order to reflect these changes and present the revisions at the next Board meeting.
- Member Sanborn suggested that a committee be formed to revise the Bylaws since the document was written over sixteen years ago.

Charter Revision:

- Chairman Sanborn attended the Charter Revision Commission Public Hearing and Follow Up Meeting on May 2 and reported on the proposed changes to the Town Charter concerning the Library.

Director's Report:

- The town replaced the outside automatic door sensors in order to conform to code and is obtaining bids to fix the furnace. Director Tartaka will inquire about fixing the internal automatic door sensors. Master Security cleaned all the smoke detectors in order to conform to fire safety standards.
- The Home Bound Book Delivery Program has two clients.
- Ms. Joy arranged for the Free Child ID Program for May 12.
- Evergreen was updated over the Easter weekend.

- The Library donated discarded Books on Cassette to the Friends of Kenya for their program that caters to the visually impaired. So far, one third of the collection has been weeded out.
- The plastic folding tables were delivered this month.
- Director Tartaka established a web presence on Pinterest.
- The gate count for May was 4456, an increase from April. The facilities use by outside groups was 31, up from 44. The new fax, installed by Fax 24, was used 7 times over the past month.
- Director Tartaka reported that the Charles Keating event was sold out and a wonderful event. Over 100 people attended and over \$1800 was raised for technology. Sixty-six people attended Family Film Week and 24 people attended the movie My Week With Marilyn.

#### Technology Planning:

- Director Tartaka explored collaborative work systems by visiting UCONN Stamford to see mediascapes in action, as well as Red Thread in Milford. A representative from Red Thread will be at the Library next week to view the space and offer suggestions.
- Director Tartaka will explore and implement the purchase of digital signage and the replacement of the two front desk computers.

#### Budget

- The Town Budget was approved and passed the referendum.

#### Minutes:

- Member Langlois put forth a motion, second by Member Mason to approve the April minutes as amended. The vote was unanimous.

#### Old Business

- Member Mason will meet with the coffee committee in June to finalize a decision.
- A student was selected by Weston High School for the Ella Gifford Award.
- Chairman Sanborn put forth a motion, second by Member Hunt, to authorize the purchase of a gift of up to \$250 in order to acknowledge Johanna Straczek's retirement from the Library Board. The vote was unanimous.

#### New Business

- Member Toner will meet with Director Tartaka to discuss her overall assessment of the daily operational and maintenance needs of the Library building since several systems have been malfunctioning.

On a motion by Member Mason, second by Chairman Sanborn, the meeting was adjourned at 10:05 PM.

Respectfully submitted,

Sherry Pallay  
Secretary