

Weston Public Library Board Meeting February 3, 2015

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

BY PHONE: Harriette Heller

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

TREASURER

Treasurer Toner handed out copies of the Second Quarter Treasurer's Report. There were two disbursements: one to Peter Gisolfi Associates and one to Director Tatarka for the 3-D printer. Member Kersey moved to accept the report, Member Ross seconded the motion. The motion passed unanimously.

Treasurer Toner suggested that the Director's account be moved from the Fairfield Bank to TD so that all accounts would be in the same bank. The sense of the Board was to accept the recommendation.

BUDGET

Director Tatarka handed out copies of the proposed Town Budget. The phone lines have been removed from the Library budget and moved to the Town budget. Money has been allotted to purchase new computers.

Chairman Sanborn handed out flyers under consideration to be handed out to patrons encouraging them to support the Town budget with brief explanations about what was being discussed along with facts about the library. The Board was in favor of the flyers. In addition, Member Bellacosa moved to purchase 500 "Support your Library" buttons for under \$300. Member Kersey seconded. The motion passed unanimously. Member Toner volunteered to reprint the flyers.

Speak-Up will be Saturday, February 7. Chairman Sanborn will attend.

SPACE PLANNING

Director Tatarka informed the Board that Mr. Tribe had a contractor come and inspect the windows. He had indicated that double-paned glass could be used. They measured the windows and the contractor advised that double-paned windows would require smaller spacers than normal so as not to change the appearance of the library. Mr. Tribe is considering another option that might use safety glass below 18". If so, part of the grant money might be used to replace the windows. Allen Swerdlowe and Richard Wolf from the Building Committee will be meeting with the Space Planning Committee to discuss the project.

Also on the agenda will be a discussion of what type of over-site we need for the project be it a General Contractor, Owner's Rep or a Construction Manager.

The Board discussed various issues related to the Phase 2 contract with Peter Gisolfi Associates.

TECHNOLOGY COMMITTEE

Director Tatarka conveyed that the committee was in support of wiring the four study rooms as part of the renovation rather than addressing the issue at a later date. TVs in the rooms would only have HDMI ports. Flat panel monitors would offer HDMI or VGA connections.

Whiteboard paint may not be practical because it has a tendency to “ghost”. The committee supported high-quality whiteboards.

Director Tatarka continues to explore the possible implementation of an audio system for the hearing impaired in the Community Room. Half of the funding would be covered by the State grant since it qualifies as accessibility.

Surround sound could be installed in the Community Room as well.

Self-checkout would offer patrons more privacy in the materials they are borrowing. At present, there isn't a big demand for this alternative. The cost would not be prohibitive.

The committee was in agreement that we need a scanner/fax machine. It would save the staff time in the long run. The machine would not need special wiring.

BOARD GOVERNED FUNDS

Nothing to report.

STRATEGIC PLANNING COMMITTEE

A discussion about the proposed Strategic Plan produced a few comments. Member Ross moved to accept the Strategic Plan as amended. Member Langlois seconded. The motion passed unanimously. A policy for handling the 3-D printer was discussed next. Member Kersey moved to accept the proposed policy. Member Langlois seconded. The motion passed unanimously.

DIRECTOR'S REPORT

Director Tatarka announced the gate count for January was 4,461.

The cart being used for the 3-D printer is unstable. Director Tatarka asked if the Board would consider purchasing a new one. It was the sense of the Board to let her investigate the purchase.

Hamilton Forsythe and Herschel Meadow are instructing Director Tatarka and Karen Bennett on how to use the 3-D printer. They will also be available to teach the public in the future.

A donation button has been put on the website to accept donations through Pay-Pal.

The problems with Word Press on the website have been fixed.

The Federal government is no longer supplying free tax forms as they did in the past. They are also not providing instruction booklets to the libraries.

Director Tatarka said that estimates of the new fire alarm system are still being formulated. She hopes to have them done before the Selectmen's budget is finished.

This past Saturday, Miss Joy ran a “Take Your Child to the Library” day. They watched “The Reluctant Dragon”.

Director Tatarka spoke with Tom Landry about authorization to close the library in cases of inclement weather. If staff stays home, they have to take the day as a personal day. Mr. Landry felt if the Board was willing to authorize her to close the library, he would abide by the decision. The sense of the Board was to allow Director Tatarka to make the decision.

Director Tatarka handed out the Second Quarter Report. Indieflix will not be renewed.

FRIENDS

Chairman Sanborn said there had been a long discussion about the New Yorker program. It was suggested to expand the program to include evening sessions to encourage more participation.

MINUTES

There was a motion by Member Kersey and seconded by Member Ross to accept the December minutes as amended. The motion passed unanimously.

OLD BUSINESS

Chairman Sanborn has been in discussion with Laura Smits about the movie, "Miss Representation". It's a movie about how women are portrayed in the media. A suggested date is Sunday, March 15. There would be a showing of the movie and then a discussion. The cost of the movie is under \$400 and there would be an additional fee in the form of an honorarium for the facilitator. If the schools get involved, the price might go up. The League of Women Voters is interested in supporting the program. Member Ross moved that the Board commit up to \$500 to support the program. Member Groves seconded. The motion passed unanimously.

NEW BUSINESS

Chairman Sanborn asked if the Board should join the Association of Library Boards. The cost of membership is \$100 per year. If approved, in subsequent years, membership would not be an issue but automatically renewed. The sense of the Board was to join.

Member Toner moved to adjourn. Member Ross seconded. The meeting adjourned at 10:30 PM.

Respectfully submitted,

Anne Hunt
Secretary

Approved 5/5/15