

EDITH WHEELER MEMORIAL LIBRARY

LIBRARY BOARD OF TRUSTEES

REGULAR MEETING ON Thursday, February 21, 2013 @ 2pm

LIBRARY - ROTARY BOARD ROOM

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I. CALL TO ORDER by William Ehlers, Chairman at 2:15pm.

Present: Chairman William Ehlers, Vice Chairman Irna Gomez, Trustee Alice Deak (acting Secretary), Trustee James Fogarty, Trustee Pat Shea, Trustee Barbara Waite, and Margaret Borchers, Library Director. Absent with notice - Trustee Emily Serniak. Carol Banner, Editor, Eye on Monroe, also attended the meeting as a guest.

II. OLD BUSINESS

A. Status of Approved Purchases From The Edith Wheeler Trust. -

*Bulletin Boards for the Children's Room will be purchased and then hung after Easter as the Room will be painted over the Easter weekend.

*Digital camera - One had been approved but a second one is needed. Trustees unanimously agreed to the purchase of a second digital camera for \$125. One will be for children's activities, the second will be for adults and teens.

B. Status of Tabled Items for Adult Services To Be Purchased By The Edith Wheeler Trust..

*Library metrics - Lorna Rhyins, Adult Services Librarian, explained that the system will allow the EWML to capture data on the number of users of the public computers. This is especially needed in the teen section. A question was asked "would there be a record of what individuals were looking at on the computers?". The answer was "no". The privacy of the user is protected. Having the number of users of computers will be an important statistic for the library. The cost is \$980 per year (software fee for all of the computers) plus a \$425 set-up fee. **The consensus of the Board Trustees** was unanimously in favor.

*An amendment to **a motion** made at the last meeting regarding chair pads for the Meeting Room was made by Bill Ehlers, Seconded by Irna Gomez stated that "the number of cushions purchased at \$32 each would be 50 instead of 25". Passed unanimously.

* Wireless Print Management - Lorna withdrew her request regarding this purchase.

C. Status of Items Requested by the Library Director Using Edith Wheeler Trust Funds

* CUBE system for the storing and borrowing of DVDs was discussed. This is new technology that allows patrons to take the disc out without the aid of a staff member . There is only one order and no operating systems like this in CT. There are pluses and minuses to the system. The cost is around \$12,000 to \$13,000 and there are a couple of ways to set up the system . After a lengthy discussion it was decided that because the cost is so high and because there is no evaluation of a system in CT, the Board would discuss this again in the future. If other libraries try it and it is beneficial, it would be a consideration.

* A less expensive alternative to having staff open difficult DVD cases and because the locks often break requiring repurchasing , the Library director will research the cost of purchasing unlocking devices. Information will be given at the next meeting

III. NEW BUSINESS

A. Library Budget for 2013/2014

* The Town Council will be voting on Monday, 2/25 at the monthly meeting of the Council regarding cuts to the overall proposed Town budget. The Board of Finance will meet with interested Trustees and the Library director but no date has been set.

* The Trustees requested a meeting with the new Town IT Director to discuss general technology needs of the Library. Subsequent to the Library Board Meeting, the date was set as Thursday, February 28 at 2pm in the Library Board Room.

IV. LIBRARY DIRECTOR'S REPORT

* The Director's report captures the extensive number of activities available at the EWML. A Board member asked if appropriate Town officials receive this report. The Director said she did not think so but said she would certainly send it if requested. Chairman Ehlers requested that a copy be sent to a new Board of Finance member who had asked him questions regarding the Library.

V. MINUTES: A **motion** was made by Irna Gomez to "accept the minutes of the January 17, 2013 Board meeting with one correction" Seconded by Bill Ehlers. Passed unanimously.

VI. FINANCIAL REPORTS:

*The book budget for this fiscal year has been fully encumbered .

VII. PUBLIC PARTICIPATION - No public participation

VIII. OTHER BUSINESS/QUESTIONS

*Carol Banner, Editor, EyeOnMonroe attended the meeting as a guest. She is interested in the role of the Board and will write an article for her online publication. It was stated by Bill Ehlers, Chairman that the Board sets policy and represents the citizens of Monroe regarding Library matters. Board members work very closely with the Library Director.

IX. ADJOURNED - The meeting was adjourned by Chairman Ehlers at 3:55pm. The next monthly meeting is Thursday, March 21, 2013.