

EDITH WHEELER MEMORIAL LIBRARY

LIBRARY BOARD OF TRUSTEES

REGULAR MEETING Thursday, March 19,2015@4pm

LIBRARY—ROTARY BOARD ROOM

- I. CALL TO ORDER—The meeting was called to order by Chairman Gary Thomas @4:00pm Present: Chairman Gary Thomas, Vice Chairman Pat Shea, Trustee Emily Serniak, Trustee Roberta Weinberg, Trustee Linda Fracassini and Margaret Borchers. Trustee Alice Deak and Secretary Erin Passineau were absent with excuses.

II. MINUTES

Motion was made by Pat Shea and seconded by Roberta Weinberg” to accept the minutes of the February meeting as presented.” The motion passed unanimously.

III. LIBRARY DIRECTOR’S REPORT

A. Margaret added two items to the Library Director’s Report. First she mentioned the Volunteer Appreciation Reception that will be held on Thursday April 23, 2015 from 3-4 pm. The staff and Library Board will host this event. She also announced a collaborative meeting with Jack Zarmy of the Monroe Public Schools and the EWML. The “MakerSpace” speaker will be held on March 25, 2015 at 5:30 pm

B. Motion was made by Roberta Weinberg and seconded by Pat Shea to accept the Library Director’s Report with additions as presented. Motion passed unanimously.

IV. FINANCIAL REPORT

- A. The report was reviewed and discussion included the matter of decreased circulation due to inclement winter weather.
- B. Margaret mentioned that the painting of the front porch due to possible water damage must be delayed due to funding.

V.UNFINISHED BUSINESS

- A. Margaret reported that according to Ron Bunovsky, Interim Finance Director for the Town of Monroe, that an RFP(Request for Proposal) is not necessary for our strategic planning. She suggested three possible consultant firms to present to us for our final selection. A committee composed of Erin Passineau, Margaret Borchers and Gary

Thomas will be set to establish dates for four evening meetings. The first one will be used to establish our requirements for the consultants.

B. Library policy updates

1. Child Behavior and Supervision Policy. Motion was made by Roberta Weinberg and Seconded by Emily Serniak to accept this policy as is –without revision. Motion passed unanimously.
2. Policy of Confidentiality of Library Records and Usage.. A short discussion was held on records retention, surrender of records, and the Patriot Act. A motion was made by Pat Shea and seconded by Roberta Weinberg to continue these questions and Library By-Laws discussion until our next meeting. The motion passed unanimously.

C. Margaret reported that the Monroe Historic District Commission meeting for March was canceled. She is on the agenda for next month to discuss the proposed book drop issue.

D. We continued our discussion of appointing a liaison to various town groups to foster a better sense of camaraderie between the library and the rest of the town. We listed possible town groups on the chart board. This discussion will continue next month.

E. We reviewed the priority quadrants passed out in February. We will talk more and share these results next month. Margaret will share the results of the staff quadrants as well.

VI NEW BUSINESS

- A. A “Meet the Candidates” gathering last year became an issue. Margaret will draft a policy concerning the term “open to the public”
- B. We feel that it is important to keep the library in the” public eye”. Margaret will send Gary’s Thomas article that appeared in the EWML Newsletter to the Monroe Courier.

VII OTHER BUSINESS

A Motion was made by Pat Shea and seconded by Emily Serniak to add a Communications Committee to the Standing Committees. The motion passed unanimously.

B Motion was made by Linda Fracassini and seconded by Pat Shea that the Long Range Strategic Planning Committee be added as a Special Committee. Motion passed unanimously.

C We feel that children with Special Needs should be included in children’s library programs. This issue should be included as part of our strategic plan.

VIII PUBLIC PARTICIPATION --None

IX ADJOURNED

Pat Shea made a motion to adjourn the meeting and Roberta Weinberg seconded. Motion passed unanimously. The meeting was adjourned by Gary Thomas at 5:26 pm The next monthly meeting will be held on Thursday. April 16,2015 at 4:00pm.