

**EDITH WHEELER MEMORIAL LIBRARY
LIBRARY BOARD OF TRUSTEES
REGULAR MEETING MINUTES Thursday, October 15, 2015 @ 4pm
LIBRARY - ROTARY BOARD ROOM
DRAFT**

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

II. UNFINISHED BUSINESS

A. The Strategic Planning Committee discussed the timeline for the RFP to strategic planning consultants. We will make the necessary revisions to the RFP and submit it within the next few weeks.

B. The Outreach Committee met and discussed the liaison program, naming Town Hall as the number one organization we should reach out to. They also came up with a plan to develop a survey to canvass our stakeholders and see how the library can be of service to them. Kathy spoke with Jack Zmary about how we can work better with the schools.

C. The Priorities Committee looked at staff concerns and listed the most common and important among them. The Board will review the list and make additions if necessary.

D. We have tabled discussion about what to do for member parking on festival days (Strawberry and Apple). Steve Vavrek came to our meeting and said he is working on a possible solution on his end and will inform us if any of those become viable options.

III. NEW BUSINESS

A. Steve Vavrek attended the meeting and discussed particulars of the Wheeler Trust, including our proposed spending plan. He also mentioned that the IT Department will come in and do a full evaluation of the library to make sure all of our technology is up to date and up to code.

B. Margaret and Gary attended a meeting concerning the future of Chalk Hill. Ideas are welcome!

C. Most of the Board will attend the ACLB conference in November 6 in Hartford. The topic is "Where are We Going?" and will delve into how libraries stay relevant in the culture of technology. We arranged meeting times to carpool to the event.

IV. LIBRARY DIRECTOR'S REPORT

A. All the programs were satisfactory to the board.

V. MINUTES

A. Roberta made a motion to accept the June minutes as presented. Linda seconded. Motion passed unanimously.

VI. FINANCIAL REPORTS

A. We are satisfied with the financial report.

VII. Public Participation

VIII. OTHER BUSINESS

A. We would like to arrange for members of the staff to come to our monthly meetings so they can tell us what their responsibilities are.

IX. ADJOURNED - Pat made a motion to adjourn the meeting, Kathy seconded. Passed unanimously. The meeting was adjourned by Gary at 4:59 pm. The next monthly meeting is Thursday, November 19, 2015 at 4:00pm.

Respectfully submitted by Erin T. Passineau, Secretary