

Willimantic Public Library Board Minutes

Date: November 22nd, 2011

Attendance: Chairman J. Ayer, B. Lacey, T. Perch, O. Kurnyk-Ezis and L. Lambert, Secretary.

Absent: E. Jenkins

The meeting was called to order at 7:20 p.m.

Acceptance of Minutes

The September and October 2011 minutes were approved and accepted by the Board.

Old Business

Acceptance of Minutes from past meetings.

Reports

Adult Department

Staffing issues remain due to long term illness of full-time staff member, Elga Bivins. Library Staff is filling in where they can, At this time; there is no idea how long Ms. Bivins will be on medical leave. Mr. Perch is trying to ascertain how long the medical leave will be and whether or not a temporary position could be pursued.

A new position for a work study student from Eastern Connecticut State University has been started through cooperation of Town Hall, ECSU Student Services, and the library. This may help with the above situation.

The security system is up and running throughout the library.

Due to a power down of the library electrical system in order to patch in the solar panel project; T. Perch was made aware of the need to replace a processor unit for the phone programming system. This processor can be installed at a cost of \$800.00. It was decided to replace this processor to protect future phone interruptions.

The solar panel project should be online soon after installers replace panel that was broken during installation.

Children's Department

Children's librarian, Gail Zeiba presented circulation statistics comparing the summer statistics (July and August) to September and October's. It showed a significant drop in circulation during the fall months; which indicated that given the time and motivation children will read.

Gail also gave an overview of the highly successful collaborative effort between Windham Public Schools and the library to encourage summer reading.

In September, 96 residence signed up for a library card, Gail participated in some Family Literacy nights and parent workshops. Gail is working on training a staff member to make these workshops bilingual.

Gail updated us on the great deal of loss of materials that have occurred during the past 2 years; which amounted to almost 1/3 of the Children's department budget for books during the past year. This has caused great concern about the budget and the ability to continue services if the budgets are decreased.

New Business

- *Library staffing concerns discussed, town wants to wait on part/full day substitute until FMLA paperwork is submitted.
- *Discussion on the former library project and reawakening it.
- *Staff appreciation discussed and moved to later next year.
- *Board discussed sending a flower arrangement and card to Elga (Board voluntarily donated themselves to the purchase of this arrangement).
- * Board received letter of resignation from Jean Jakoboski.

Meeting was adjourned at 8:29pm.

Next meeting scheduled for Tuesday, December 27th, 2011 at 7:15pm.

Respectfully submitted for approval January 30, 2012.
By, Laura L. Lambert MS –Board Secretary