

Willimantic Public Library Board Minutes

Date: July 26, 2011

Attendance: Chairman Judd Ayers (left early), Jean Jakoboski, Elsie Jenkins, Barbara Lacey, Ted Perch, Olga Kurnyk-Ezis and Laura Lambert, Secretary.

Absent: Dennis Crontin

The meeting was called to order at 7:17p.m.

Special Summer Meeting to review By-Laws only

Acceptance of Minutes

The June 28th 2011 minutes were approved and accepted by the Board.

Old Business

Judd gave an update on meeting with Don Muirhead about job descriptions for the library staff. Don stated that the town has updated job descriptions for the library staff positions. He also prefers that the town rewrite the job descriptions for the professionals due to union concerns. The board will defer to his suggestion.

By-Law Review (see copy of original by-laws)

Article I Library Board, Meetings and Quorum

Sec.1. Accepted as written.

Sec.2. Accepted as written, additional note- Mayor will be sent Minutes of the Board Meetings.

Sec.3. Accepted as written.

Sec.4. Changed to read:

A quorum for meetings shall be 3 of the appointed members plus one.

Sec.5. Changed to read:

The officers of the Library Board shall be Chairman, Vice-Chairman, and Secretary. A slate of nominees shall be presented at the May meeting and the Board, at the regular June meeting, shall elect these officers provide a quorum is present.

Article II-Duties of Officers

Sec.1. Accepted as written.

Sec.2. Accepted as written.

Sec.3. Accepted as written.

Article III-Library Board Members

Sec.1. Changed to read:

Pursuant to Sec.63, Town of Windham Code of Ordinances, "The Library Board directors shall make and adopt by-laws, rules and regulations for the governance of the Willimantic Public Library and shall have exclusive control of the supervision, care and custody of the grounds, rooms or buildings constructed, leased, given or set apart for that purpose."

Establish, support and help promote library programs.

Support the Director in the presentation of the annual budget.

Establish policy for the selection of books and other materials.

Know local and state laws affecting public library operations, affiliate with appropriate professional organizations.

Sec.2-63- Added

The Library Director reserves the right to add staff positions as needed.

Sec.2. Limitations of Library Board Activities

- a. Accepted as written.
- b. Accepted as written.

Sec.3. Policies

- a. Accepted as written.
- b. Accepted as written.
- c. Accepted as written.
- d. Accepted as written.
- e. Accepted as written.

Article IV- Professional Staff

A. Library Director-Accepted as written.

Sec.1. Duties-a, b, c, d, e, f, g, h- These statements were eliminated from the by-laws.

B. Adult Services Librarian- Accepted as written.

Sec.1. Duties-a, b, c, d, e, f, g, h- These statements were eliminated from the by-laws.

Sec.2. Responsibilities-a- Statement was eliminated from the by-laws.

C. Children's Services Librarian- Accepted as written.

Sec.1. Duties-a, b, c, d, e, f- These statements were eliminated from the by-laws.

Sec.2. Responsibilities-a-Statement was eliminated from the by-laws.

D. School/Public Library Partnership Coordinator- Accepted as written.

Sec.1. Duties-a, b, c, d, e- These statements were eliminated from the by-laws.

Article V- Amendments- Accepted as written.

Article VI- Parliamentary Authority- Accepted as written. (By-Laws completed)

New Business

Proposed additional Special Summer Meeting set for August 23rd, 2011 to discuss 'Library Policies'. Board members present approved the Special Meeting. Meeting date set for Tuesday, August 23rd, 2011 at 7:15 pm.

Meeting was adjourned at 8:58 pm.

Respectfully submitted for approval August 15, 2011

By, Laura L. Lambert MS –Board Secretary