

# Willimantic Public Library Board Minutes

Date: Tuesday, 23 October, 2012

**Attendance:** Chairman J. Ayer, E. Jenkins, O. Kurnyk-Ezis, B. Lacey, L. Lambert, P. Zizka, J.D. Carter.

**Absent:** none

Chairman Judd Ayer called the meeting to order at 7:00 p.m.

## **Acceptance of Minutes:**

(A) Brief discussion about wording to be used when reporting about votes that are taken on motions.

(B) Motion was made (Olga) and seconded (Laura) to accept the September minutes as written. All were in favor and motion carried.

## **Citizens and delegations (Public Comment):**

Friends of the Library representative Jean Jakoboski spoke briefly.

(A) The Friends of the Library enjoyed the "Meet and Greet" for Drusilla which was held on 16 October.

(B) Friends of the Library meet on the third Tuesday of the month at 5:15 P.M.

(C) The Friends are encouraging membership to the group. They will leave membership materials at the desk at the Library

## **Reports:**

Drusilla presented a comprehensive report of Library activities for the past month. Highlights included:

### **(1) Director's activities.**

- 13 meetings attended

### **(2) Adult Department**

(a) Adult Department is hosting an art display in the gallery area of works by three sisters who are all students at Natchaug School.

(b) Julia has been working to weed the non-circulating items in the collection and free up more space for those items that are used.

(c) We are also working to change the content of our DVD collection to a more family-friendly tone.

(d) Julia has also been working diligently to restore functionality to several of the public computers, with help from the technical department at Bibliomation.

(e) The Library is participating in the Big Read, spearheaded by ECSU and funded by the National Endowment for the Arts.

### **(3) Childrens' Department**

(a) The Children's Department continued its regular schedule of story times in both Spanish and English.

(b) The department hosted a tour and fact gathering session for UConn education students

on September 26<sup>th</sup>

**- Childrens' Department (cont.)**

(c) The Library is a supporting partner of Eastern Connecticut State University's proposal to the Women and Girls Fund for *Dialogic Reading for Multi-Lingual Women and Girls*.

(d) The Children's Department is acquiring materials and setting dates for ongoing Every Child Ready to Ready workshops

**(4) General**

(a) The library resumed its fall hours, including Saturday opening, on September 4<sup>th</sup>. Patrons are pleased to have us open the additional hours.

(b) The library has updated the phone system so that all department heads now have voice mail.

(c) The director and the department heads met this month and reviewed emergency and safety procedures.

**(5)** The Board wished to extend its appreciation to Julia for taking the initiative to work on the computers and computer system.

**Old Business:**

(A) The architect's visit on 29 October was mentioned. Public comment times will be at 2,4 and 7 P.M. He will also meet with the staff and with some town officials. The staff is interested in discussing space for public meetings with the architect as well as discussing possible rearrangement of computers so that computer classes and instructions are possible.

(B) Policies and By-Laws were mentioned.

(1) The Board has finished with By-Laws.

(2) Policies – The board suggested that Drusilla look over the policies so that we could hear her thoughts. Drusilla suggested that a good way to move through the policies would be to focus on one policy per meeting. The Borad felt that was a good plan. Next month we will discuss the "Displays and Exhibits" policy.

**New Business:**

No new business.

Meeting was adjourned by Chairman Judd Ayer at 8:00 pm.

Respectfully submitted 26 October,2012

By, Pete Zizka, Board Secretary