

DRAFT

Prosser Public Library
Library Board of Directors Meeting
November 9, 2010

Attendance: Nancy Kamins (*Chairperson*), Roberta LaMonaca (*Library Director*), Beatrice Llewellyn, Beverlee Merritt, Joan Politis, and Penny Pearson (*Friend's of the Library Representative*) **Absent:** Howard Frydman, Paula Walek

Quorum present? Yes, 4 of 6

N. Kamins called the meeting to order at 4:30 p.m.

MOTION to accept the minutes of the October 12th, 2010 meeting; seconded and approved.

Chairperson's Report

Elizabeth Johnson – As decided at the last meeting, Elizabeth Johnson was sent an Amazon gift card in recognition of her work as stand-in secretary to the board. N. Kamins read aloud Elizabeth's thank you note to the board.

Minutes Format – The board praised the new format of the minutes.

Tree Removal – Both R. LaMonaca and N. Kamins have been repeatedly approached by Kevin Connelly, a local arborist, concerning dead trees that could potentially fall in traffic areas. Mr. Connelly has been made aware that Town Hall knows about the problem.

Public Statements – No public statements were presented.

Director's Report

Prosser Funds – Per the board's decision, R. LaMonaca and N. Kamins went to Windsor Federal to move the Prosser Funds into CDs and a money market account. \$37,000 is in a one year CD at 1%; \$37,000 is in an 18 month CD at 1.2%; and the balance is in a money market account at .5%. The money market account is fluid and will be used to pay for programs and other library needs.

Kathleen Feeney – In memory of Kathleen Feeney, the Prosser Library staff donated money to the Booth & Dimock Library in Coventry. Roberta recently received a thank you note from the library, as well as one from Kathleen's family.

Children's Librarian – L. Gabianelli and R. LaMonaca are working on an advertisement for a new children's librarian. In the meantime, Barbara Tolve-Silver, the former head of children's at Windsor Public Library, has been hired as a temporary part-time librarian. Barbara will work seven hours per week, plus additional hours as needed.

Prosser Renovation/Expansion – On October 28th, thirty-nine architects from thirty-five firms partook in a pre-submission walk-through of the library. Additional architects have visited the library since the initial walk-through. Proposals are due at 11:00 AM on Monday, November

15th. A seven person committee has been assembled to select five proposals by November 22nd. The five finalists will give oral presentations sometime in the second week of December. Despite the speed at which the RFP process is moving, Louis Chapman said that the library renovation would not be on the ballot until 2012 at the earliest.

In order to reflect a range of views and interests, the selection committee consists of the following people: Roberta LaMonaca (Lib. Director), Nancy Kamins (Board Chair), Jonathan Thiesse (Town Engineer), Richard Nelson (Building Official), Judy Poliner (Friends), Fred Hesketh (Citizen), and Joe Quinn (Citizen). R. LaMonaca will ask the town if other people, such as board members, are allowed to attend the oral presentations.

Old Business

Sony E-Readers – Due to a prior engagement, Laura Vasselle was not available to do an E-Reader presentation for the board. Laura will do the presentation at a subsequent meeting.

Roof Repair – Louis Chapman has been made aware of the roof issues. R. LaMonaca included the issue as part of her monthly report to town hall.

2011 Meeting Schedule – The board reviewed the proposed meeting schedule for next year and decided to make a change to the November date. To avoid a conflict with Election Day (Tuesday, November 8th), the board asked that the meeting be pushed to Wednesday, November 9th.

Report from the Friend's of the Library

Gifts – The Friends recently received an anonymous gift, issued by Bank of America, for \$1000.

Book Sales – The recent regular and paperback book sales earned over \$3000. In an informal poll, P. Pearson found that most patrons heard about the book sales from the digital sign on the corner. A discussion ensued about the possibility of generating more revenue by selling books on websites such as MyBookCart.com, which was recently featured in the Hartford Courant.

Senior Center – The Friends want to make Senior Center outreach a priority. They will join with the Senior Center for holiday gift-wrapping at Macy's.

CT Friends of Library Conference – Penny Pearson attended the conference and found it quite informative. One thing she took away from the conference is the fact that most libraries send handwritten "thank you" notes to every person who joins or makes a donation. The Friends will try to do this in the future.

MOTION to adjourn meeting at 4:59 PM; seconded and passed.

Respectfully submitted,

Christopher Siloac
Senior Staff Assistant