

# FINAL

Prosser Public Library  
Library Board of Directors Meeting  
September 14, 2010

Chairperson Nancy Kamins called the meeting to order at 4:30 p.m. Present were Howard Frydman, Nancy Kamins, Roberta LaMonaca, Beatrice Llewellyn, Beverlee Merritt, Joan Politis and Paula Walek. Also present was Penny Pearson, representative for the Friends of the Bloomfield Libraries.

Motion was made by N. Kamins, seconded by P. Walek to accept the minutes of the June 8, 2010 meeting. Approved.

There were no public statements.

N. Kamins, Chairperson, commended Carol Meyers, Prosser Circulation staff person, for the way in which she had handled a difficult lost book and fine situation with a patron. Nancy remarked that in her experience, and from the comments of others, the library staff generally demonstrated extreme patience and courteousness. An additional example of staff members going over and above normal requirements is highlighted in the Wintonbury Branch August report.

N. Kamins reported that she and Dick Pierce, President of the Bloomfield Historical Society, had not been successful in contacting each other to further discuss the request for a Library Board member to attend Society meetings. As there are no Board members available to attend these meetings at present, and nothing in the Library By-Laws specifies the necessity for this attendance, Mr. Pierce will be advised of this.

On the issue of transferring a portion of Prosser Funds to an interest bearing account, R. LaMonaca reported that Bill Hogan, Director of Finance for the Town of Bloomfield, had suggested purchasing CDs. An exploration of the various CD options indicated that this type of investment would realize minimal interest payments. H. Frydman suggested also researching money market options. B. Llewellyn made a motion to "Take the monies at the Windsor Federal Savings Bank and invest a portion in a CD ladder plan and the balance in a money market account, based on the recommendation of the Town Finance Manager." The motion was seconded by P. Walek.

R. LaMonaca reported that the summer reading programs in both the adult and children's departments had been a great success. Area businesses had donated prizes for the reading programs. Mara Whitman and Priscilla Marks had succeeded in getting a publicity photo shot at Starbucks into the Bloomfield Journal. Additionally, there was a photo and article in the I-Town section of the Hartford Courant of the children painting the book carts.

Lawn signs identifying top readers as "Library Champions" had been distributed to 50 families. These signs were offered to Board Members as a way to help promote the library.

Rich Nelson, the Town Building Engineer, and Louie Chapman are preparing to solicit RFQs (Request for Qualifications) from architects for the new library building, which is a positive sign.

A Fax24 machine has been installed at the Prosser Library. The cost for the first page is \$1.50 and \$1 for succeeding pages. The library will receive a percentage return if 50 people fax in a month.

Old Business – R. LaMonaca reported that the roof leaks so badly in Carol Lennig's office that her desk needed to be relocated. Emile had sent an email regarding working on roof in February 2010 requesting bids. Repair work is not scheduled until February 2011. Funding for this project has already been allocated in the town budget.

New Business – Clergy breakfast is scheduled for October 1. One purpose of the breakfast is to ask the clergy for suggestions as to how the library might reach out to additional residents. There are currently 7,000 card holders and the town has a population of just under 20,000. Currently four have accepted the invitation.

New library book service has been implemented to supply book clubs with copies for their club members.

R. LaMonaca has purchased a new database, Universal Class, which will be offered to patrons. This database offers 500 online classes. Access is through the Prosser website. Registration is by library card number and classes must be completed within a six month period. Board Members were asked to act as ambassadors for this program. The cost for the purchase of database was \$2,700. The objective is to enroll at least 100 individuals.

A local florist, TK Brown is supplying the library with weekly flower arrangements

P. Pearson inquired about Senior Staff Assistant position. Verbal offer has been extended to an individual, and Human Resources will be sending a formal offer letter. There were 100 applicants.

P. Pearson reported that the Friends held first Fall meeting on September 2<sup>nd</sup>. The group had sponsored library summer program. The Fall Book Sale date is October 14<sup>th</sup> -16<sup>th</sup>.

Motion made by J. Politis to adjourn the meeting and seconded by P. Walek at 5:15 P.M.

Respectfully submitted,

Elizabeth Johnson