



Cheshire Public Library Advisory Board

**Cheshire Public Library
104 Main Street
Cheshire, CT 06410**

Regular Meeting Minutes

Date: October 16, 2017

I. Call to Order

The regular meeting of the Cheshire Public Library Advisory Board was called to order by Carol DiPietro at 7:00 p.m. in the Evelyn Moss Room of the library.

Pledge of Allegiance

Board members recited the Pledge of Allegiance.

Roll Call

Members present:

Ramona Burkey, Library Director (ex officio)
Carol DiPietro, Chair
Dalena DeSena, Vice Chair
Terry Grahame, Treasurer
Mark Hostage

Members absent:

Tod Dixon
Kathleen Nankin
James Conroy

II. Approval of Minutes from September 18, 2017

Mrs. Grahame made a motion to accept the minutes from September 18, 2017.

Mrs. DeSena seconded the motion which passed unanimously.

III. Treasurer's Report

Mrs. Grahame reported that the current dollar amount in the library board budget is \$750.00.

IV. Communications

Mrs. DiPietro said that the Association of Connecticut Library Boards will be meeting on November 3, 2017 at the University of Hartford. Please contact Carol if interested in attending.

Several communication documents were distributed to the Board members to peruse:

Cheshire Friends of the Library Newsletter

Waterbury Republican Article dated 9/24/17 about the sidewalk work in front of the Cheshire Public Library.

Sunday Waterbury Republican Article dated 10/15/17 about making improvements to the Waterbury Public Library.

V. Report of the Chair

Mrs. DiPietro reported that the Civic Engagement Fair was attended by approximately 100 people. She volunteered during the entire day and said it was a very nice event.

Report of the Library Director

Programs and Services

The Library's Civic Engagement Fair was held on September 23 from 10:00am -12:00pm at Cheshire High School. The event was co-hosted with the Social Studies Department, led by teacher, Tim Galvin). It was a great success with more than 100 attendees connecting with 34 community groups. This event strengthened the community and will be repeated in the future. There was great interest and enthusiasm for civic engagement.

A survey was sent out receiving 12 responses. A comment was that it was held at a difficult time to be scheduled having just completed the Fall Festival. 94% of the attendees learning something and 89% felt more confident about what they learned.

Mrs. Burkey thanked Mrs. DiPietro for her volunteer efforts at the event.

"Donuts with Grownups" followed by "Coffee with the Candidates" took place on Saturday, October 7th. Seven Town Council candidates, representing both parties, were in attendance and answered questions from residents and listened to their concerns regarding town issues.

The third annual Town-Wide Scavenger Hunt brought forth 16 teams, with 75+ total participants, and 495 hash tagged photos (**#cheshirehunt2017**) posted on Instagram. A new family in town found the Scavenger Hunt a great way to get to know Cheshire. Mrs. Burkey thanked Lauren Gledhill and Louise LeClaire for organizing the event as it entailed a lot of work and a payout of civic pride!

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Laurent Gledhill, Children's Librarian, solo-hiked the 273-mile Long Trail in Vermont in September. She spoke about her experience, including tips for "newbie" hikers on October 16 in the Mary Baldwin Room.

October 10, 2017 was National Friends of Libraries Week. To commemorate, Robert J. Oris, Jr. presented a Proclamation to the Cheshire Friends.

On November 4 at 11:00am at the library, Marine Sergeant Craig Grossi, Afghanistan war veteran and his adopted dog Fred, will be sharing their experience. Craig discovered Fred in Afghanistan while on patrol, gave him beef jerky, and the rest is history "*CRAIG & FRED, A Marine, A Stray Dog, and how they rescued each other*" is Craig Grossi's book that tells their story.

On November 7, Cheshire police officer and resident Dave Maliar will discuss his own hiking memoir, *Not Because It's Easy: A Story of Pain, Struggle and Reward on the Tahoe Rim Trail*. Copies of his book are available for purchase and signing.

There have been excellent outcome scores on library programming.

Personnel

Kaitlin Dattilo was promoted from 15-hour Clerk to 15-hour Library Technical Associate. Her vacant position is unfilled, as will be any future vacancies. Cheshire waits for a State Budget.

Because of staffing cuts and unfilled vacancies, we are at the same level of staff as was in Fiscal Year 2005. It has decreased by 34% which is a testament to the productivity and efficiency of current staff.

Financial

The Town Manager has asked that the Library Board complete a Fund Development Plan pursuing an annual appeal or other fundraising activities.

Building and Grounds

The bids for the remodel project came in higher than expected so staff are working with the architect to re-scope and re-bid the project, in order to have a project that is not only at or below budget, while maintaining the spirit of the building program. Programming elements will be retained, i.e., quiet reading area, additional rest rooms, etc. The purchase of commercial grade, rather than custom furniture can generate cost savings. Project start date is in December.

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Policies and Planning

Mrs. Burkey continues to work on the town-wide Building Use Policy document with the Town Manager and other town staff.

Other/Artsplace/Friends

Mrs. Burkey was recognized as a special guest at the Friends of CPFA/Artsplace fundraiser with author Kristan Higgins on October 11. The program was enjoyed by dozens of attendees. Proceeds from the evening benefited "Art Heals".

Respectfully Submitted, Ramona Burkey, M.L.S.
Library Director

Please see our monthly calendar at www.cheshirelibrary.org for a full listing of library programs and events.

VI. Unfinished Business

There was nothing to report.

VII. New Business

Annual Appeal & Fund Development

Mr. Milone wants the Library Board to wait on Annual Appeal & Fund Development activity. He is concerned that residents will question town money being used (approximately \$4,000.00) for distribution of an appeal letter. The Friends of the Library can have more leverage and fundraising power if it were to become a 501C3 non-profit organization. This topic is being discussed at tonight's Friends of the Library monthly meeting. The consensus of the Library Board members is to wait until after the Friend's meeting before making any decisions.

VIII. Adjournment

The meeting was adjourned by general consensus of the board at 7:50 p.m.

The next regular meeting of the Cheshire Public Library Advisory Board will be held on Monday, November 20, 2017 at 7:00 p.m. in the Evelyn Moss Room at the Cheshire Public Library, 104 Main Street, Cheshire. Please notify Ramona Burkey at 203-272-2245 ext. 33021, or Carol DiPietro at 203-272-9215 in advance if you are unable to attend.

Respectfully submitted,

Dawn Guite, Recording Secretary