



Cheshire Public Library Advisory Board

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

Regular Meeting Minutes

Date: May 21, 2018

I. Call to Order

The regular meeting of the Cheshire Public Library Advisory Board was called to order by Dalena DeSena 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:

Mary Dattilo, Assistant Library Director (substitute for Deb Rutter)
Dalena DeSena, Chair
Kathleen Nankin, Vice-Chair
Tod Dixon, Corresponding Secretary
Terry Grahame, Treasurer
Mark Hostage
Harold Kramer

Members absent:

James Conroy

II. Approval of Minutes from April 23, 2018

Mrs. Grahame made a motion to accept the minutes from April 23, 2018.

Mr. Hostage seconded the motion which passed unanimously.

III. Treasurer's Report

Mrs. Grahame reported that the current dollar amount in the library board budget is \$975.00.

IV. Communications

Kathleen Nankin presented a newspaper article from 1979 which discussed activities taking place at Cheshire Library; library gala. Thank you, Kathleen.

Mrs. DeSena distributed a sign-up sheet to the board members to complete updated information; name, address, phone number, email. Dawn will distribute a final list at the meeting in June.

V. Report of the Chair

Mrs. DeSena asked that the board members and staff support her during the changes and transition period taking place at the library.

Mrs. DeSena will ask Deb Rutter, acting Library Director, to invite Sean Kimball, the new Town Manager, to the Library Board meeting in June for formal introductions, etc.

VI. Report of the Library Director

Programs and Services

Library After Hours: May 4 ("May the Fourth be With You"!) was the most popular event yet with almost 200 adults and children in attendance.

The Friends of the Cheshire Library Book Sale raised \$10,407 with two record sales days and a total of 82 volunteers. Following the sale, 14 nonprofits and Thrift Books picked up what was not sold to be distributed to clients. Gift cards and door prizes were provided by Cheshire Pizza and Ale, The Vic House, China Dragon, and Bella Gia. Stop n Shop provided balloons and bags for the Sunday sales day.

Personnel

Mrs. Burkey and Mr. Franklin have taken new positions. Deb Rutter will serve as Acting Library Director until a replacement is hired.

Ali Allen, Children's Library staff member, has been selected to replace Mr. Franklin. Ms. Allen's vacancy is being advertised with a closing date of June 10.

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The library welcomes new Pages to fill vacated positions: Shayne Catala, Debby Holland, and Erin McLaughlin. It is excited to have them on board. There are now a total of 5 Pages.

Kaitlin Datillo, a 15-hour Library Technical Assistant, is leaving on June 2 to take a full-time position at the North Haven Library.

Financial

The Fiscal Year 2018-2019 Town operating budget approved on April 24, 2018 continues to freeze the 15-hour Library Clerk and 25-hour Senior Library Associate positions for the first half of the fiscal year. The Library's materials budgets did not receive any additional cuts.

Buildings and Grounds

Construction continues on the Lower Lobby. Plans required modification when the contractors hit unexpected snags while opening up walls. Things are moving at a slower pace than hoped. Modifications resulted in a reduction in the number of meeting rooms from 5 to 4. The public will be given two weeks' notice when new carpeting is installed and stacks are moved. Updates will be posted via the e-newsletter and on the library website.

Policies and Planning

Respectfully Submitted,

Deborah Rutter
Acting Library Director
drutter@cheshirelibrary.org
203-272-2245 x33018

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

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VII. Unfinished Business

Mrs. DeSena will ask Deb Rutter, acting Library Director, to invite Sean Kimball, the new Town Manager, to the Library Board meeting in June for formal introductions, etc.

VIII. New Business

There is no new business.

IX. Adjournment

The meeting was adjourned by general consensus of the board at 7:20 p.m.

The next regular meeting of the Cheshire Public Library Advisory Board will be held on Monday, June 18 at 7:00 p.m. in the Evelyn Moss Room at the Cheshire Public Library, 104 Main Street, Cheshire. Please notify Deb Rutter at 203-272-2245 x33018 or Dalena DeSena at 203-415-7781 in advance if you are unable to attend.

Summer schedule will forego Library Board Meetings in July and August. Meetings will resume in September. A special meeting can be scheduled if there is a need.

Respectfully submitted,

Dawn Guite

Dawn Guite, Recording Secretary