



Cheshire Public Library Advisory Board

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

Regular Meeting Minutes

Date: June 18, 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:

Deb Rutter, Acting Library Director
Dalena DeSena, Chair
Kathleen Nankin, Vice-Chair
Tod Dixon, Corresponding Secretary
Terry Grahame, Treasurer
Harold Kramer

Members absent:

Mark Hostage
James Conroy

II. Approval of Minutes from May 21, 2018

Ms. Nankin made a motion to accept the minutes from May 21, 2018.

Mrs. Grahame seconded the motion which passed unanimously.

III. Treasurer's Report

There is \$750.00 in the treasury.

IV. Communications

There was nothing to report.

V. Report of the Chair

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

VI. Report of the Library Director

Programs and Services

The Library After Hours Program will continue through the summer on one Friday each month. This popular program brings in 100 – 200 people – mostly families with younger children.

Two new self-check machines have been ordered to replace two “aging” machines.

The Rotary Club of Cheshire donated \$850.00 to the Library for the purchase of a new scanner for photos, slides and negatives to support the planned Digital Media Center. The Digital Media Center is being funded by the Friends of the Library and will be located in the lower level.

The Friends of the Library will be contributing \$50,000.00 to the Library’s renovation – furnishings. The Friends funded a \$1,000.00 scholarship for a graduating high school senior. They plan to offer two scholarships next year.

The Cheshire Garden Club is donating \$700.00 to the Friends of the Library for gardening related programs and topics.

Summer programs begin during the last week of June and continue through mid-August. Programs will be introduced to adults focusing on writing, wellness, music and more.

Personnel

The first round of interviews for the Library Director position will be held in July. Several library directors from towns in Connecticut will be part of the interview panel. Target date for Director to be hired is September 2018. Six candidates will be interviewed this week by Deb Rutter, Mary Datillo, and Ali Allen (new Children's Library Head) for the Children's Librarian position. Five internal candidates were interviewed for the 15-hour Library Technical Aide (LTA) position last week.

Financial

The Library budget for 2019 includes an additional \$5,000.00 for library materials.

Buildings and Grounds

Construction continues at a slow pace. The areas around the meeting rooms and new bathrooms have been sheet rocked. The public will be given two weeks' notice when new carpeting is installed and stacks are moved at the lower level. 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.

VII. Unfinished Business

There is no unfinished business.

VIII. New Business

Mr. Kramer suggested that a thank you letter be sent to the Friends of the Library for all efforts and contributions made in support of the Library. A copy of the letter will go to the Herald.

IX. Adjournment

The meeting was adjourned by general consensus of the board at 7:45 p.m.

The next regular meeting of the Cheshire Public Library Advisory Board will be held on Monday, September 17 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