



Cheshire Public Library Advisory Board

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

Regular Meeting Minutes Date: November 19, 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 Mary Baldwin Room of the library.

Pledge of Allegiance

Board members recited the Pledge of Allegiance.

Roll Call

There was no quorum

Members present:

Beth Crowley, Library Director
Dalena DeSena, Chair
Terry Grahame, Treasurer
Harold Kramer

Members absent:

Kathleen Nankin, Vice-Chair
Tod Dixon, Corresponding Secretary
Mark Hostage
James Conroy

II. Approval of Minutes from October 15, 2018

There was no quorum. Minutes approval is tabled until December 17, 2018.

III. Treasurer's Report

There is \$1,250.00 in the treasury.

IV. Communications

Mr. Kramer attended the ACLB Conference on Friday, November 2, 2018 at the University of Hartford and gave a summary of the events that took place. He attended discussions on everyday advocacy for libraries, ethics, and strategic planning. He said that he gained a broader perspective on the role of a public library board and that the Cheshire Library Board should have a more formal effort to lobby the next time the budget is discussed.

Mrs. Grahame attended a lecture and presented a Cheshire Herald article on "The Natural and Cultural History of Cheshire, Viewed Through an Ecological Lens". It was presented by Laurie Sanders, Cheshire's first environmental planner and former resident. The lecture was held at First Congregational Church of Cheshire on Wednesday, October 24. Ms. Sanders is willing to present at the Cheshire Library.

V. Report of the Chair

Mrs. DeSena presented a Cheshire Herald article from Ms. Nankin on "Pages in History". The article focused on the opening of the new wing of the Cheshire Library on November 13, 1958, 60 years ago. The librarian who spearheaded the effort was Mrs. W. Herbert Moss. The addition more than doubled the existing size of the library and volunteers helped to move approximately 10,000 adult books in 4 days.

VI. Report of the Library Director

Personnel

- The positions of Assistant Director, 15-hour clerk, and 25-hour Senior Library Associate have been posted. It is hopeful that they will be filled in January 2019

Building and Grounds

- The renovation program is near completion. The upper level is almost finished and furniture has been ordered. Some of the electrical installation issues are still being finalized and should be completed soon. If approved, the upper level will have 4 cord reels installed above the ceiling for its data lines. A grand opening will be scheduled in February 2019.

Meeting Minutes

- Public Works has been contacted about installing a new water fountain in the main lobby as there have been complaints since the old fountain was removed.
- New tables that are stackable and lighter weight have been purchased.

Friends of Cheshire Library/Artsplace

- The Friends book sale had record attendance at the opening preview night. The event closed at 7:30 p.m. on opening night due to snow. The preliminary report states that the event did well with sales.
- Artsplace, in conjunction with Cheshire Parks & Rec, held its first pumpkin carving Halloween Bash in Mixville on October 19. It was well attended and will be repeated next year.

Programs

- There were approximately 200 attendees (parents and children) at the October 26th Halloween After Hours Event.
- The Library's Sunday hours resumed on November 4th and the first Sunday concert of the season featured a folk quartet with approximately 100 people attending.

Other

- Ms. Crowley held 30 minute conferences with each employee in October so that she could get to know her staff. The need for all-staff meetings was a common theme and the Town Manager has approved a request to hold quarterly meetings where the Library will close for two hours on a weekday morning so that all staff are able to attend.
- Ms. Crowley presented at the Connecticut Library Association Support Staff Conference on October 26th.

- The Library will be closing at 4:00 p.m. on Wednesday, November 21 and will be closed on Thursday and Friday for Thanksgiving.

Respectfully Submitted,

Beth Crowley
Library Director
bcrowley@cheshirelibrary.org
203-272-2245 x33021

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

VII. Unfinished Business

Mr. Kramer suggested at the meeting in June that a thank you letter be sent to the Friends of the Library for all efforts and contributions made in support of the Library. Ms. Crowley will email purchase list to Mrs. DeSena so that she can draft the letter. The letter will be typed and include a personal handwritten message.

VIII. New Business

A holiday gathering at The Vic House will take place immediately following the meeting on December 17. Mrs. DeSena will make the reservation and will extend the invitation to former board members and staff.

IX. Adjournment

The meeting ended at 7:37 p.m.

The next regular meeting of the Cheshire Public Library Advisory Board will be held on Monday, December 17 at 7:00 p.m. in the Evelyn Moss Room at the Cheshire Public Library, 104 Main Street, Cheshire. Please notify Beth Crowley at 203-272-2245 x33021 or Dalena DeSena at 203-415-7781 in advance if you are unable to attend

Respectfully submitted,

Dawn Guite, Recording Secretary