



## **Cheshire Public Library Advisory Board**

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

### **Regular Meeting Minutes**

**Date: May 20, 2013**

#### **I. Call to Order**

The regular meeting of the Cheshire Public Library Advisory Board was called to order by Carol DiPietro at 7:02 p.m. in the Evelyn Moss Room of the library.

#### **Pledge of Allegiance**

Board members and attendees recited the Pledge of Allegiance.

#### **Roll Call**

Members present:

Carol DiPietro, Chair  
Craig Wilson, Vice Chair  
Judy Knott, Corresponding Secretary  
Dalena DeSena, Treasurer  
Alice Darter  
Joy Hostage  
Kathy Nankin,  
Ramona Burkey, Library Director

Member absent:

Andy Falvey, Town Council Liaison

#### **II. April 22, 2013 Meeting Minutes**

Amended under New Business – discussion about paper usage. At end of paragraph, add: “Money collected by the Library goes into the Town’s General Fund.”

MOTION was made by Mrs. Nankin to accept the amended minutes, SECONDED by Mrs. Knott. The minutes were unanimously approved as amended.

#### **III. Treasurer’s Report**

Mrs. DeSena reported the Library Board account balance to be \$271.00.

#### IV. **Reports of Committees**

##### 1. School-Library Partnership

Mrs. DiPietro read the following report from Sue Hartley:

- The Summer Reading Program theme this year is “*Dig Into Reading.*” Our own Laurie Lee has made a wonderful design with our Cheshire Cat holding a book in one hand and a garden spade in the other hand. There is also a big sunflower in the design.
- School Visits: Some of the Children’s Librarians will be visiting Doolittle and Highland School on June 10<sup>th</sup> and 11<sup>th</sup>. First graders from Chapman School will visit the library on June 13<sup>th</sup>. Darcey School has asked for flyers about our Summer Reading Program and Library application forms for all the kindergarteners. Each child will receive a packet. The Darcey applications are a different color so we can track them through the summer and get a count of how many Darcey students received a card.
- We will open our Summer Reading Program on Monday, June 24<sup>th</sup>.
  - Monday, June 24<sup>th</sup> through Thursday, June 27<sup>th</sup> at 1:00pm – Alexander Lumelsky is offering a chess class for grades 2-8.
  - Thursday, June 24<sup>th</sup> at 10:30am – Lynn Lewis, a children’s musical performer, will appear with special guest Elmo.
- Ms. Hartley will fill the Board in on our many summer programs in her June report. There will be puppeteers, a cartoonist, three artistic workshops featuring sunflowers, and many science programs.
- Thank you for your continued support.

##### 2. Funding Resources (Mr. Wilson)

No report.

#### V. **Communications**

- Mrs. DiPietro received:
  - Numerous library related emails.
  - One particular email sparked a lot of feedback from the other recipients. After vandalism at her library, a Massachusetts librarian asked if other libraries have security cameras in their parking lots. Some of the responses described incidents at their libraries, including a brawl in the ladies room, stolen keys and electronics; others provided information on their security cameras; etc. Mrs. DiPietro asked if the Cheshire Public Library had security cameras in the parking lot. Mrs. Burkey replied that the Library

does not have security cameras, but this issue has been brought up with the town. There are various options available, including solar cameras that transmit images over the cellular phone network. They need to weigh the cost of security cameras versus the number of incidents occurring (cost benefit analysis). Mrs. Burkey explained they do have a security system with an alarm that activates if someone tries to enter the building after hours without a valid security code.

- Herb Davis, devoted to the ALA, passed away.
  - CT House Bill 1654 (E-Books bill) was passed by the CT House of Representatives and has been sent to the Senate.
  - The *Friends of the Cheshire Public Library* are having their annual meeting tonight. Board members are invited. The Friends raised more than \$7,000 from their recent Book Sale.
- Mrs. Hostage reported:
    - Arriving at the Library today, she noticed how beautiful the exterior of the building looks, with all the greenery and florals. Mrs. Burkey credited Deb Rutter, the two garden clubs, and the Beautification Committee for their outstanding efforts.
    - This summer her grandchildren will be staying with her, one of whom is interested in plays. Ms. Hartley helped Mrs. Hostage find appropriate plays that would be enjoyed by her grandchildren.

#### VI. Report of the Chair – Carol DiPietro

- Shared a *New Haven Register* (5/5/13) article about E-Book licenses.
- Shared a *New Haven Register* editorial about Libraries role in the Digital Age.
- Shared that the *Cheshire Citizen* (5/2/13) reports upcoming programs together under Library Briefs. The *Citizen* also contained an article about Alice Bliss.
- Shared a *New Haven Register* (5/10/13) article about patrons being able to checkout pans and baking supplies from the New Haven Free Library.
- Shared a *Republican American* (5/10/13) article about the “Potty Party” program held at the Oxford Library, a story time with songs and stories to help children become potty trained.
- On Monday, 4/29/2013, Mrs. Knott, Mrs. Hostage and Mrs. DiPietro attended the CT Library Association conference at the Crowne Plaza Hotel in Cromwell. Programs attended included:
  - The keynote speaker, ALA President Maureen Sullivan, presented “*The Promise of Libraries Transforming Communities*” about library led community engagement.
  - “*Programming for the Library as a Cultural Center: The Persian Connection*” encouraged communities to view the library as a cultural center. Two of the presenters were authors of Nine Rubies, about the struggle of an Iranian woman and her family. This book is part of Norwalk’s “One Book, One Town” program.

- *“Communicating the Value of Your Library: Fresh Perspectives on Library Assessment”* focused on library assessments, primarily at the university level.
- *“School and Public Libraries Working Together”* focused on the efforts of the librarians in two towns (East Haven and Fairfield), who have created different collaborative programs with the public schools. These public librarians were very enthusiastic and dynamic about the programs they have developed in their schools, to involve students including at the high school level.
- *“Disasters Happen”* provided an overview of the importance of having a disaster plan. The program recommended identifying the true treasurers at the library, so they are removed first. They also recommended making friends with other organizations (ie. Historical Society, etc.) who could house your library treasures, as well as town emergency departments. Mrs. Burkey stated that the Library has safety guidelines, which will be reviewed with staff.
- Attended the CPFA (Cheshire Performing Fine Arts) reception for the unveiling of the John Frederick Kensett program, book and video. Artsplace Director Joan Pilarczyk wanted Cheshire residents educated on the contributions of Cheshire’s own John Frederick Kensett, an artist, engraver, and co-founder of the Metropolitan Museum of Art. This two-year effort resulted in a children’s book illustrated by Tony Ruggiero, using his pointillist technique to produce pen and ink sketches. The program will be incorporated into the 3<sup>rd</sup> grade curriculum in the Cheshire Public Schools next year. There is also a video presentation available to civic groups. Copies of the books are available for sale.

## VII. Report of the Library Director – Ramona Burkey

See attached report.

### Technology

The bid for the library’s wireless upgrade was awarded to Apex Technology Group; the upgrade should be completed this summer. This upgrade will provide faster Internet connections, and allow the Library to offer wireless printing. The library has been selected to participate in the EDGE Initiative, which showcases the value of technology in libraries and helps to strengthen technology management. The Cheshire Public Library’s role will involve filling our surveys and providing information. More information is available at [www.libraryedge.org](http://www.libraryedge.org).

### Programs and Services

April circulation was 33,505 items, 2% of which were downloadable items. I’m happy to report that Zinio, our new free downloadable magazine service for patrons, has really taken off. We went live on May 1, and we now have 65 users and have loaned 278 issues. Patrons can sign-up through the Library website.

Don't miss these upcoming events (more programs, info and registration at [www.cheshirelibrary.org](http://www.cheshirelibrary.org)):

- “Social Media: A Beginner’s Guide” – Tuesday 5/21 at 7:00 p.m. (with our own Social Media Coordinator, Louise LeClaire!)
- “Who the ‘Bleep’ is Linda Chorney?” – Thursday 5/30 at 7:00 p.m.
- “The Art and History of the Mattatuck Museum” – Monday 6/3 at 7:00 p.m.
- Civil War Book Discussion: Rebel by Bernard Cornwell–Mon. 6/3 at 7p.m.
- “Gettysburg: The Forgotten Day” with local author Matthew Bartlett–Thurs. 6/6, at 7pm.
- Fab Film Saturdays: “Monsters, Inc.” – Saturday 6/15 at 2:00 p.m.

The library will be closed for Memorial Day, Monday 5/27.

Summer Saturday hours will begin on July 13. The library will be open from 9:30 a.m. until 1:00 p.m.

Our summer reading program theme is “*Dig Into Reading!*”

#### Personnel

We will be conducting interviews for the position of Library Technical Assistant (15 hours) beginning next week. Sharon Tyler is our new Library Associate (25 hours). Congratulations, Sharon! We will have a library science intern this summer: Samantha Macelis is a student at Simmons College in Boston; she will primarily be working with the children’s and teen librarians. Welcome, Samantha!

The library managers and I are currently working on staff performance evaluations, which will be due to the Town Manager’s office in June.

#### Financial

The Department of Energy has awarded the library \$5,000 to purchase Energy Star compliant computers and tablets, as the library won the statewide Neighbor to Neighbor Energy Challenge.

#### Buildings and Grounds

#### Policies and Planning

#### Other/Meetings

Mrs. Burkey attended several library managers meetings; a CT Library Consortium board meeting; Youth In Government Day, a town department heads meeting; a meeting with Joan Pilarczyk (director of Artsplace); a library staff meeting; the first annual Connecticut Education Network conference; a *Cheshire Reads: One Book, One Town* meeting; a School-Business Partnership meeting

(held at the library); the annual meeting of the Connecticut Library Consortium and the John Frederick Kensett book unveiling at Artsplace.

Mrs. Burkey distributed a pamphlet entitled "Hostile Intruder Advisory", provided by the Cheshire Police Department. The pamphlet provides good tips on what you should do when encountering a hostile intruder. Please contact the Cheshire Police Department if you have any questions or need advice.

"Libraries Change Lives" -- The Library hosted a program on kidney health. An attendee reviewed information she received at the program, and then brought some health concerns to her personal doctor. She learned she was in kidney failure.

**IX. Unfinished Business**

Mrs. Hostage shared that she feels Alice Bliss is an excellent choice for the *One Book, One Town* program. This book is intergenerational and will appeal to boys, girls, older and younger readers. Mrs. Burkey wrote an article on the summer programs for the July edition of Inside Cheshire.

**X. New Business**

Mrs. DiPietro asked Mrs. Knott to send a thank you note to Fellis Jordan, President of the Friends of the Cheshire Public Library.

**XI. Adjournment**

MOTION to adjourn was made by Mr. Wilson and SECONDED by Mrs. Nankin.  
The meeting was adjourned at 8:03p.m.

The next regular meeting of the Cheshire Public Library Advisory Board will be held on Monday, June 17, 2013 at 7:00 p.m., in the Evelyn Moss Room of the Cheshire Public Library.

Respectfully submitted,

Kathy Kirby,  
Recording Secretary