



Cheshire Public Library Advisory Board

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

Regular Meeting Minutes

Date: June 17, 2013

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 and attendees recited the Pledge of Allegiance.

Roll Call

Members present:

Carol DiPietro, Chair
Craig Wilson, Vice Chair (arrived at 7:20pm)
Judy Knott, Corresponding Secretary
Dalena DeSena, Treasurer
Joy Hostage
Kathy Nankin,
Ramona Burkey, Library Director

Member absent:

Alice Darter
Andy Falvey, Town Council Liaison

II. May 20, 2013 Meeting Minutes

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

III. Treasurer's Report

Mrs. DeSena reported the Library Board account balance to be \$115.00. New funds are appropriated as of July 1, 2013.

IV. Reports of Committees

1. School-Library Partnership

Mrs. DiPietro read the following report from Sue Hartley:

- School Visits:
 - Cindy Tencza, Nicole Dolat and Sue Hartley visited Doolittle School on 6/10/2013, meeting with children in Grades 1-4. Their visit included a full description of the Summer Reading Program, descriptions of our series programs such as Builder's Brigade, and book talks.
 - Visit Highland School on 6/11-12/2013, repeating their presentation with Grades 1-2. All children were attentive and enjoyed their commentaries.
 - The Reading Club will begin on Monday, June 24th with Magician Chick Kelman at 11:00am. Sign-ups for the Summer Reading Club also start on June 24th. T-shirts should be available the week of June 24th.
- Programs:
 - We are very pleased to have the Cheshire Robotics students do special workshops for our *Gizmos, Gadgets and Goo Club*.
 - In August, they will have demonstrations on the Hapkido Martial Arts by a local Martial Arts Studio.
 - Some of the summer programs include:
 - ❖ Summer Storytime and Edible Cookie craft
 - ❖ Digging into Nature with Animal Embassy
 - ❖ Playtivity: Community Drum Group
 - ❖ Cartoon Workshop with Rick Stromoski
 - ❖ Create a Sunflower with Becky Rice from ArtsPlace
 - ❖ Pumpernickel puppets with the "Three Billy Goats Gruff"
And "Lion and the Mouse"
 - ❖ The Singing Principal Al Decant
 - ❖ Bubble Trouble – a science program
 - ❖ Anime Art Workshop
 - ❖ Family Drum sessions
 - ❖ Art with Kim
 - ❖ Cactus Head Puppets with the Tale of Juan Bobo
 - ❖ Reading Club Finale – Magician Rick Rothstein
 - ❖ Mrs. DiPietro distributed a flyer about the Summer Programs available at the Library.

2. Funding Resources (Mr. Wilson)

No report.

V. **Communications**

- Mrs. DiPietro received:

- Numerous library related emails, including numerous discussion on issues of library security, involving issues inside buildings and in parking lots. Mrs. DiPietro was surprised to see the number of problems reported by libraries. Mrs. Burkey discussed security at the Cheshire Public Library, including the presence of panic buttons in several locations for staff to use if needed. Mrs. Burkey stated the Cheshire Police had visited the Library to review security.
- A call from the Meriden Record-Journal asking for the time of tonight's meeting. Mrs. DiPietro asked Mrs. Kirby to include the meeting time on future agendas.
- The ALA Magazine with details of the upcoming Annual Conference in Chicago.
- Mrs. Hostage reported:
 - Attended the recent CT State Library Board meeting.
 - The ACLB (Association of CT Library Boards) will be hosting a workshop on October 25th.
 - CT House Bill 5614 was put in committee for study. The Governor signed the bill last week.
 - There is a lot of excitement around Town because the Library will start opening on Saturday mornings in July and August.
 - Distributed a flyer from the Library Services in Technology Act (LSTA), detailing how they help libraries in the state. LSTA provides the only federal funds that our local libraries in CT receive from the federal government.

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

- Shared a *Waterbury Republican-American* (6/17/2013) article entitled "Library Set to Turn the Page", discussing the renovations to the Middlebury Library, which will transform the building into a Cultural Center. As part of their fundraising effort, patrons were able to purchase a customized brick.
- Shared a *AAA Newspaper* article entitled "Library's Services are Continuously Evolving", discussing offering at the Oliver Wolcott Library (OWL) in Litchfield. Their satellite library in Bantam has an OWL box, a vending machine that dispenses books, DVDs, and audio books to anyone with a library card. They are the first library in CT to offer this service. Selections are changed regularly and the OWL box is accessible at all times. OWL also offers book drop containers at local stores. Another program offered is "Book a Librarian", when you schedule a half hour appointment with a librarian to receive personal assistance with computer help, such as downloading books, help with excel, etc. OWL also offers many author talks. Their fundraisers provide funds to cover half of the library's annual operating costs.

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

See attached report.

Technology

I will be attending a web orientation for the Edge Initiative tomorrow afternoon. More information on the Edge Initiative is available at www.libraryedge.org. On Friday, June 14, the directors of the 27 member libraries of Library Connection, Inc. (LCI) voted to approve a migration to a new software system, which will take place by June 30, 2014. The new software vendor is called Innovative Interfaces, Inc. This cost-neutral move will improve the tools that library staff and patrons use to access our shared regional collections. Specifically, Innovative uses a relational database, which allows for very powerful, Google-or Amazon-style searching, unlike our current system (SirsiDynix). Other new features will include integrated searching of not just books and materials, but databases and library programs; suggestions for additional materials that might be of interest to patrons; lists for keeping track of books you've read; improved reporting capability; and an integrated spell-checker for searches. The next 9-12 months should prove challenging and busy for library staff, but we're confident the end product will make for a much better patron experience. Mrs. Burkey estimates the switch will occur in May 2014. This switch will be cost neutral over the life of the new software.

Programs and Services

May circulation was 33,031 items, of which 728 (2.2%) were downloadable e-books, audio books and videos. Downloadable magazines (started May 1st) accounted for 36% of our total magazine circulation.

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

- "Is Your Information Safe Online?" – Tuesday 6/18 at 7:00p.m.
- Cheshire Cats Classics Book Club: Theodore Dreiser's Sister Carrie – Wednesday 6/19 at 7:00 p.m.
- Summer Reading Program ("Dig Into Reading") Kickoff: Monday 6/24 at 11:00 a.m., with magician Chick Kelman
- Learn How to Play Chess (grades 2-8) – Mon. 6/24 through Thurs. 6/27 at 1 p.m.
- Sunday Showcase: Great American Piano Revisited, with Paul Bisaccia – Sunday 6/30 at 4:00 p.m.
- Sunflower Storytime and Cookie Craft – Monday 7/1 at 2:00 p.m.
- "Digging Into Nature" with Animal Embassy – Tuesday 7/2 at 11:00 a.m. ...and MANY more summer programs!

Children's librarians are also visiting the schools to promote the Summer Reading program.

The library will be closed for Independence Day on Thursday 7/4, and for Labor Day weekend from Saturday 8/31 through Monday 9/2. Summer Saturday hours will begin on July 13 and go through August 24. The library will be open from 9:30 a.m. until 1:00 p.m. on summer Saturdays.

Personnel

Performance evaluations are nearly complete and will be sent to the Town Manager's office later this week. Congratulations to Gretchen Yatzook, who is our new Library Technical Assistant! Maria Poirier, Assistant Director of the Library, will be retiring in November 2013 after 36 years at the Library. Starting July 1, 2013, Mrs. Burkey will be a direct report to Joan Pilarczyk, ArtsPlace Director.

Financial

The Department of Energy has awarded the library \$5,000 to purchase EnergyStar compliant computers and tablets, as the library won the statewide Neighbor to Neighbor Energy Challenge. A reception will be held at the library on Tuesday 6/18 at 5:30 p.m. to celebrate this award.

Buildings and Grounds

Policies and Planning

Other/Meetings

I attended a ConnOSHA breakfast seminar; an Executive Safety Committee meeting; an Edge Initiative webinar; conducted Library Technical Assistant interviews; a monthly meeting with the Town Manager; a library managers' meeting; a Library Connection, Inc. software system task force meeting; a town department heads' meeting; a library staff meeting; a Town I.T. Study Group meeting; a Myers-Briggs Type Indicator for Library Leaders webinar; Business Appreciation Day breakfast at Elim Park; an LCI Library Directors Roundtable; a meeting with a Library Ideas (subscription eBooks and downloadable music vendor) rep; and the LCI Annual Meeting.

Best wishes for a safe, healthy and very enjoyable summer!

VIII. Unfinished Business

Mrs. Knott sent a thank you card to the Friends of the Cheshire Public Library.

IX. New Business

- New dates for 2014 meetings: Mrs. DiPietro proposed the following meeting dates for the 2014 calendar year: January 27, February 24, March 17, April 28, May 19, June 16, July and August meetings only if needed, September 15, October 20, November 17, and December 15.

MOTION was made by Mr. Wilson to accept the 2014 meeting dates as presented. SECONDED by Mrs. Nankin. The 2014 meeting dates were unanimously approved. Mrs. Kirby will submit those dates to the Town Clerk.

- Mrs. Nankin recommended the Library purchase For Adam's Sake: A Family Saga in Colonial New England by Allegra di Bonaventura, a non-fiction book based on the diary of Joshua Hempstead, a farmer and tradesman, who was also a slave owner. Mrs. Nankin and Mrs. Hostage both reported the author was a very charismatic speaker.

XI. Adjournment

MOTION to adjourn was made by Mr. Wilson and SECONDED by Mrs. Knott. The meeting was adjourned at 7:45p.m.

The next regular meeting of the Cheshire Public Library Advisory Board will be held on Monday, September 16, 2013 at 7:00 p.m., in the Evelyn Moss Room of the Cheshire Public Library.

Respectfully submitted,

Kathy Kirby,
Recording Secretary