



Cheshire Public Library Advisory Board

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

Regular Meeting Minutes

Date: April 25, 2016

I. Call to Order

The regular meeting of the Cheshire Public Library Advisory Board was called to order by Carol DiPietro at 7:06 p.m. in the Evelyn Moss Room of the library.

Pledge of Allegiance

Board members recited the Pledge of Allegiance.

Roll Call

Members present:

Ramona Burkey, Library Director (ex officio)
Carol DiPietro, Chair
Tod Dixon
Terry Grahame
Mark Hostage
Kathleen Nankin

Members absent:

Dalena DeSena, Treasurer
James Conroy
Liz Linehan, Town Council Liaison

II. Approval of Minutes from March 21, 2016

Ms. Nankin made a motion to accept the amended minutes from March 21, 2016.
Mr. Dixon seconded the motion which passed unanimously.

III. Treasurer's Report

Mrs. Burkey reported that the current dollar amount in the library board budget is \$180.00. Approximately \$400.00 will be added back from a closed purchase order for Kathy Kirby (former Recording Secretary).

IV. Communications

Mrs. Burkey mentioned that she attended the Connecticut Library Association's Annual Conference on April 22 in Hartford. Please see Programs and Services for more detail.

V. **Report of the Chair** – Carol DiPietro, Chair

Mrs. DiPietro shared brochures that she brought from the Naples, FL area libraries highlighting free programs throughout that are sponsored by Friends of the Libraries.

VI. **Report of the Library Director** – Ramona Burkey presented her report.

Technology

There was nothing new to report.

Programs and Services

\$11,000+ was earned at the Friends of the Library Book Sale. Congratulations and thank you to the Friends, particularly Deb and Tom Morck, the Book Sale Chairs.

Mrs. Burkey attended the Connecticut Library Association's Annual Conference on April 22 in Hartford. Louise LeClaire was presented with the Connecticut Library Association's Publicity Award for Electronic Media.

Jamie LaRue, CEO of LaRue Associates and Consulting, former Director of Douglas County Libraries, CO., and author of *The New Inquisition: Understanding and Managing Intellectual Freedom Challenges*, was a keynote speaker at the conference. He talked about predictors based on reading that best determine success in life. He said that the fourth grade reading level is the best predictor. Having worked in Colorado near Columbine he noted that reading fosters empathy and understanding of what others go through in life.

Mrs. Burkey expressed the importance of librarians being more visible in the community. Where librarians are not always associated with solving community problems, they lead people toward the right resources for economic development, lifelong education and environmental concerns. The librarians' strengths are making individual connections by attending meetings and participating in community group activities such as the Home and Garden Show, Touch a Truck, the Memorial Day Parade, and the Fall Festival.

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

Personnel

The Senior Librarian position is being finalized. A final candidate is being considered. Completing the entire process is required prior to an announcement being made.

Financial

A Ground Rules meeting has taken place for union contract negotiations with the Library Union. Negotiations will begin in May.

Mrs. Burkey will be asking the Ordinance Review Committee to look at the ordinance governing library funds. The library fine for video material is \$2.00 per day. This creates problems regarding affordability; overdue fines add up for unreturned items. Patrons also become concerned when they learn that the money from the fines goes into the town's general fund and not to the library. Approximately \$40,000 is accumulated from library fines each year. To date, the fine for adult books is 15 cents per day and 10 cents per day for children.

Mrs. Burkey will propose to get the fees to a more workable level for video material. The \$2.00 fee is too high and deters people from using the library. In addition, advanced technology such as streaming has reduced the demand for DVD's.

Buildings and Grounds

Mrs. Burkey received the permit for the new exterior sign in front of the library. The sign will be aluminum with cutout letters and street number, illuminated by LED lights from within during evening business hours only (there will be a programmable timer). The sign is needed because people often drive past the library before realizing where it is located, and at that point they have driven past the entrance-only drive. The sign, which is 5' tall by 3.5' wide, will clarify the entry drive. The fact that only the letters light up, from within, means better visibility of the letters/numbers, especially by older individuals, and limited light pollution from spotlights (which would be the case with a more traditionally-lit sign). Because there are no external spotlights for the sign, we will avoid damage to the lights by weed whackers, lawn mowers, snow/ice, and vandalism.

Policies and Planning

No report.

Artsplace

No report.

VII. Unfinished Business

None.

VIII. New Business

A. Guest – Lucas Franklin, Head of Children's Services

Lucas Franklin, Head of Children's Services, was re-introduced to the board members, as there are many new members since his last visit. He discussed changes in children's programs and community outreach activities.

Mr. Franklin said that the Children's section has been repainted and revamped to encourage play and to make it child-centric. The mission is lifelong learning, and learning begins at birth. He gave statistics based on years of growth showing brain development and physical activity, i.e., language skills, print awareness, and dexterity. He also noted the importance of parental education, and that a monthly program is in place hosted by parental educators from the Independent Day School. A parental collection of materials will expand to include kits to help parents explain challenging topics to children such as divorce, death and potty training.

The Children's staff visits 13 licensed preschools per month as part of its outreach efforts. Their goal is to reshape the philosophy of the library to make it family friendly and to provide information and services for professional help and guidance. Specific topics are discussed in a non-threatening environment.

Mr. Franklin noted that the Library Board can help through volunteering, outreach and fundraising. He presented ideas for volunteer and outreach activities. Donation forms were distributed to the Board members.

Ms. Nankin left the meeting at 7:35 p.m.

B. Election of Officers

Agenda item was moved up in the meeting for Ms. Nankin who had to leave early.

Ms. Nankin read the names of the Slate of Officers.

Slate of Officers

Carol DiPietro – Chair

Dalena DeSena – Vice-Chair

Tod Dixon – Corresponding Secretary

Terry Grahame – Treasurer

Ms. Nankin made a motion to accept the Slate of Officers. Mr. Hostage seconded the motion which passed unanimously.

Ms. Nankin made a motion to close the Election of Officers. Mr. Dixon seconded the motion which passed unanimously.

The first order of business for the new Secretary is to write a thank you/congratulatory letter to the Friends of the Library for the Spring book sale. Mrs. DiPietro will provide contact information to Mr. Dixon.

Mrs. DiPietro mentioned that thank you notes are typically written in May to both garden clubs in town.

Mr. Dixon noted that he will be out of the country from May 12–22.

IX. Adjournment

The meeting was adjourned by general consensus of the board at 8:10 p.m.

The next regular meeting of the Cheshire Public Library Advisory Board will be held on May 16, 2016 at 7:00 p.m. in the Evelyn Moss Room at the Cheshire Public Library, 104 Main Street, Cheshire. Please notify Ramona Burkey in advance if you are unable to attend.

Respectfully submitted,

Dawn Guite, Recording Secretary