

**TOWN OF CANTON, CONNECTICUT
CANTON PUBLIC LIBRARY
LIBRARY BOARD OF TRUSTEES
SPECIAL MEETING OF WEDNESDAY, JUNE 29, 2011
MINUTES APPROVED SEPTEMBER 14, 2011**

CALL TO ORDER: The meeting was called to order at 7:16 p.m. with Chair Lee Foley presiding. Trustees present: Karen Berger, Marjorie Clarke, Walter Gillette, Bonita Hansen (until 8:35 p.m.), Michael Leonard, Richard Matos, Patricia McGarry, and Friends President Sue-Ann Uccello (until 8:35 p.m.). Also present: Library Director Robert Simon. Absent: David Owen

DISCUSSION AND POSSIBLE ADOPTION OF NEW *PATRON BEHAVIOR POLICY*: The trustees discussed the proposed patron behavior policy distributed to them by the Library Director. Comparisons were made between the two proposed drafts, the previous policy still in effect, and the behavior policy of the Avon Free Public Library. The American Library Association's *Guidelines for the Development of User Behavior Policy* also was consulted. After a lengthy discussion, it was agreed that Director Simon should write a new draft based on the ideas that were developed at the meeting. He will distribute the draft for comments by email and take feedback on the draft. The vote on adoption of the policy also will be accomplished by email.

Upon a MOTION by Ms. McGarry and a second by Mr. Leonard, the trustees voted unanimously to take the vote on adopting the final version of the *Patron Behavior Policy* using email.

ELECTION OF NEW BOARD CHAIR: Ms. Foley announced that she would be submitting her letter of resignation from the board as of July 8. Upon a MOTION by Mr. Gillette and a second by Ms. McGarry, the board voted unanimously that Mr. Matos shall be the new Chair as of July 8, 2011. It was agreed that the position of Vice Chair being vacated by Mr. Matos would be filled at the September meeting of the board.

DISCUSSION REGARDING CHAIN OF COMMAND: Director Simon distributed a list of thirty libraries comparable in size to Canton showing what they have done about designating a second-in-command at their libraries. This will be discussed further at the September meeting of the board.

ADJOURNMENT: Upon a motion by Ms. McGarry, the meeting adjourned at 8:40 p.m.

Marjorie Clarke
Secretary