

**TOWN OF CANTON, CONNECTICUT
CANTON PUBLIC LIBRARY
LIBRARY BOARD OF TRUSTEES
SPECIAL MEETING OF WEDNESDAY, JANUARY 18, 2012
DRAFT MINUTES**

CALL TO ORDER: The meeting was called to order at 7:17 p.m. with Chair Richard Matos presiding. Trustees present: Karen Berger, Marjorie Clarke, Walter Gillette, Bonita Hansen, Michael Leonard, Patricia McGarry, and Friends President Sue-Ann Uccello. Also present: Library Director Robert Simon. Trustees absent: David Owen.

PUBLIC FORUM: No one from the public was present.

APPROVAL OF MINUTES: Upon a MOTION by Ms. Hansen and a SECOND by Ms. Berger, the minutes of the regular meeting of December 14, 2011 were approved unanimously as presented.

LIBRARY DIRECTOR'S REPORT: The Library Director's written report for December 2011 was emailed earlier. The report summarized library activity during the past month. The statistics were fairly flat, but there was a marked increase in website visits. After discussion, the Library Director's Report was placed on file for future reference.

COMMUNICATIONS: There were no communications this month. Mr. Simon verbally thanked the trustees for their holiday gift to the staff. Munson's chocolates are always a wonderful present.

APPROVAL OF FINANCIAL REPORT: Operating Budget Report: The financial report for December 2011 was presented by the Director. **Gift Fund Report:** The gift fund balance was \$46,001.86 on December 31. This was the first time the financial report showed the titles of lost-and-paid items and the amounts paid *but not* the names of the patrons who paid. A few months ago, the Board asked the Finance Department to make this change for privacy reasons. Upon a MOTION by Mr. Gillette and a SECOND by Ms. Berger, the Financial Report for December 2011 was approved unanimously.

COMMITTEE REPORTS: (a) **Friends of the Canton Public Library:** President Sue-Ann Uccello reported that the holiday book sale and the sale of *The Taste* dining and activity books did well as fund raisers. In addition, the Friends have ordered 6 new "Mighty Lite" folding tables for use at their book sales and in the Community Center meeting rooms (they will retain sole ownership); are planning for the spring book sale on April 14; are studying their bylaws; are planning a membership drive for this year; and are attempting to revive the *Coffee And* events (at least occasionally). They are also considering the purchase of liability insurance coverage, as recommended by the state Friends association.

OLD BUSINESS: (a) **Summary of November 10 ACLB Leadership Conference (Continued):** Trustees Bonita Hansen and Patricia McGarry completed their review of the Association of Connecticut Library Boards (ACLB) leadership conference held last November. They talked about a presentation by John Arnold of Westboro, Massachusetts entitled *How to Succeed in Library Advocacy without Really Trying*. This led to a discussion of an *I Love My Library Because ...* project here in February. A table will be placed in the library inviting people to submit reasons why they love the library. Ms. McGarry, Ms. Hansen, Ms Uccello, and Mr. Matos will work on this. Ms. Hansen has become a member of the Board of Directors of ACLB, which should be a great benefit to the Canton Board

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DRAFT MINUTES - PAGE 2**

(b) Budget Request, FY 2012-13: Last week, Mr. Simon met with the town's Chief Administrative Officer to review the library's budget request for next fiscal year. Our original budget request for FY 2012-13 was reduced by \$3,902 – from \$551,221 to \$547,319. Our request for the teen services librarian stands, and our repainting and recarpeting proposals likely will be placed on a list of town-wide capital repairs. The Board of Selectmen will review our budget request on Tuesday, February 14, and all trustees are urged to attend that meeting.

NEW BUSINESS: (a) Request from Canton Girl Scouts: The Canton Girl Scouts have sent a letter to the Director asking permission to sell cookies in front of the library during March. Although there was agreement that the Girl Scout organization is a good one and we would like to support it, the decision was made that this would set an unwelcome precedent. Upon a MOTION by Ms. Hansen and a SECOND by Mr. Gillette, the Board voted not to allow this activity. Five members voted yes and 2 (Mr. Leonard and Ms. Berger) abstained. **(b) E-Readers:** Tabled. **(c) Policy Amendment: Raising the Minimum Age to 18 to Borrow Certain Items:** Tabled.

ADJOURNMENT: Upon a motion by Ms. McGarry, the meeting adjourned at 9:00 p.m.

Marjorie Clarke
Secretary