

**TOWN OF CANTON, CONNECTICUT
CANTON PUBLIC LIBRARY
LIBRARY BOARD OF TRUSTEES
REGULAR MEETING OF WEDNESDAY, MARCH 14, 2012
DRAFT MINUTES**

CALL TO ORDER: The meeting was called to order at 7:15 p.m. with Vice Chair Walter Gillette presiding. Trustees present: Karen Berger, Michael Leonard, Patricia McGarry, David Owen, and Friends President Sue-Ann Uccello. Trustees absent: Marjorie Clarke, Bonita Hansen, and Richard Matos. Also present: Library Director Robert Simon.

At the request of the Library Director, Mr. Gillette asked for Board approval to take up Agenda Item 9c under *New Business* first. Upon a MOTION by Ms. Berger and a SECOND by Mr. Leonard, the Board agreed unanimously to approve this amendment to the agenda.

NEW BUSINESS: (c) Problem Patrons: Mr. Simon reviewed briefly a memo he sent to the Board members last week. This memo summarized a bullying incident in which two Canton Intermediate School students forced two other students outside and into the woods behind the library with them. The incident, which took place while Mr. Simon was away, was quickly and successfully dealt with by Head of Children's Services Heather Baker and Reference Librarian Beth Van Ness. Parents and grandparents were called in and the two students who bullied are not allowed back to the library for the rest of this school year (upon orders from their parents). Mr. Simon wanted the trustees to be aware that this incident happened. Then, a second problem patron was discussed: this man touched 2 staff members inappropriately last fall and was going to be banned from the library, but he moved out of town right after. He has returned and was visiting the library every evening. He also has been staring at one particular staff member and making her uneasy. The Library Director and the Police Chief have been discussing the situation, but the Chief says that the library (whether through the director or the trustees) does not have the right to ban people from using the library. Only a judge or the Police can do this, he asserts. Nevertheless, CT State Statute 11-32 gives Library Boards power to "exclude" from the library persons who break library rules. Therefore, a committee of the board was formed, consisting of Mr. Gillette and Ms. McGarry, to call on the Chief Administrative Officer. They will ask for the town attorney to rule on what CT State Statute 11-32 really means and to advise as to what the Library Board's powers, responsibilities, and liabilities are in situations of problem behavior by patrons.

PUBLIC FORUM: No one from the public was present.

APPROVAL OF MINUTES: Upon a MOTION by Ms. McGarry and a SECOND by Mr. Owen, the minutes of the Regular Meeting of February 8, 2012 were approved unanimously as presented.

LIBRARY DIRECTOR'S REPORT: The Library Director's Report for February 2012 was emailed to the trustees last week. Mr. Simon reviewed the highlights and the business statistics this evening. After discussion, the Library Director's Report was placed on file for future reference.

COMMUNICATIONS: None

APPROVAL OF FINANCIAL REPORT: (a) Operating Budget: Library expenses for the month of February were reviewed by the Director. Watch for more encumbrances in the materials account as our magazines and newspapers come up for renewal this spring. **(b) Gift Fund:** Income and expenses

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for February were reviewed. The Gift Fund balance was \$45,698.78 on February 29. Upon a MOTION by Ms McGarry and a SECOND by Mr. Leonard, the Financial Report for February 2012 was approved unanimously.

COMMITTEE REPORTS: (a) **Friends of the Canton Public Library:** President Sue-Ann Uccello reported that a teenage member of our Book Buddies team had received a \$250 outstanding volunteer award from Soroptimist International of the Farmington Valley, and that she named our library to receive a matching amount to help fund the Book Buddies program again this year. The special April 14 book sale will help raise funds to reupholster the Children's Room soft furnishings. The Friends are looking for someone to write and distribute their publicity. Possible leads were discussed.

OLD BUSINESS: (a) **Budget Request, FY 2012-13:** The Board of Selectmen reviewed the library's budget request for FY 2012-13 on February 14. The selectmen have endorsed the Chief Administrative Officer's recommendation of \$545,716. (We have \$543,075 this year and had requested \$551,221 for next year.) For the fourth time, we requested a part-time teen services librarian, and for the fourth time we have been rejected. Mr. Simon is inquiring as to whether we can plead our case to the Board of Finance. (b) **I Love My Library Because... Project:** The Friends posted 136 entries in this program. They will be taken down soon, but the replies are going to be transcribed and saved. A unique and worthwhile project! (c) **I Love Canton Library Magnet Project:** The Friends loaned the Library Board the money to pay for 135 car magnets. These are very handsome, and about 20 have been sold to patrons so far. The cost: \$3 each. This project is about keeping the library's name visible in the community, not about raising money.

NEW BUSINESS: (a) **Adjustments to Circulation Policy:** Some small changes needed to be made to our Circulation Policy, now that we circulate blu-ray discs. The changes were mailed to the trustees earlier. Upon a MOTION by Mr. Berger and a SECOND by Ms. McGarry, all amendments were approved unanimously. (b) **Library Journal Article on Circulation and the Impact of E-Books:** Mr. Simon had distributed copies of this article earlier. The trustees agreed that interesting points were made and interesting information was presented. (c) **Problem Patrons:** Discussed above.

OTHER BUSINESS: (a) Ms. Uccello asked if there would be another Snapshot Day this year. Mr. Simon will inquire. (b) Ms. McGarry was pleased with the library's display celebrating National Women's History Month. (c) Mr. Simon is working on revisions to our by-laws. These are needed since the adoption or amendment of several town ordinances last December, including the one establishing the Library and the Library Board.

ADJOURNMENT: Upon a motion by Ms. McGarry, the meeting adjourned at 8:43 p.m.

Robert Simon
Secretary Pro Tem