

**TOWN OF CANTON, CONNECTICUT
CANTON PUBLIC LIBRARY
LIBRARY BOARD OF TRUSTEES
REGULAR MEETING OF WEDNESDAY, SEPTEMBER 11, 2013
DRAFT MINUTES**

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

PUBLIC FORUM: No one from the public was present.

APPROVAL OF MINUTES: Upon a MOTION by Mr. Leonard and a SECOND by Ms. Hansen, the minutes of the regular meeting of June 12, 2013, were approved unanimously as presented.

LIBRARY DIRECTOR'S REPORT: The Library Director's reports for June, July, and August 2013 were emailed to the trustees earlier. Tonight, the Library Director reviewed the programs, services, statistics, and other library news from those reports. Following discussion, the Library Director's reports for June, July, and August 2013 were placed on file for future reference.

COMMUNICATIONS: There were no communications this month

APPROVAL OF FINANCIAL REPORTS: The operating budget and gift fund reports for June, July, and August, 2013 were reviewed by the Director. Upon a MOTION by Ms. Clarke and a SECOND by Ms. McGarry, all financial reports were approved unanimously.

COMMITTEE REPORTS: **(a) Friends of the Canton Public Library:** President Sue-Ann Uccello could not attend tonight, but Mr. Simon reported that the Friends donated another \$15,000 to the library for FY 2013-14. The book sale, held September 7 and 8, did very well, although the final revenue figures are not yet in. The loveseats and chairs from the Children's Room will be send out for reupholstering on September 25, with the Friends paying for all of it, plus an additional upholstered chair. **(b) Long-Range Plan Committee:** The committee met several times during the summer. It is working on a resident survey that will be be distributed widely throughout town, plus a short survey card to be given out at Sam Collins Day and perhaps at other times and places. During the summer, the committee met with Kevin Case, Superintendent of Schools. Mr. Case offered the committee use of the school system's subscription to *Survey Monkey* in order to help us create our survey, and the schools' distribution lists for that survey. He also wants to facilitate a meeting between the public and school librarians. **(c) 100th Anniversary Committee:** The Yale Spizzwinks will be the entertainers on November 9, the day of the library celebration. Other program plans are a talk about Canton/Collinsville by Tom Condon, who is an editorial page editor, columnist and editorial writer at *The Hartford Courant* (November 7); an appearance by storytellers Eshu Bumpus and Motoko at a family program of stories from around the

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world (November 16); and a talk by mystery writer Cornelia Read entitled “How to write a Mystery” (December 5). The booklet about the library’s history is now being formatted and will be illustrated with historical photographs. It may be more than 50 pages long. Friends member Joanne Pierce is printing 100 statements about libraries and their value, all to be displayed around the library. The glass case will have an exhibit of library artifacts, and there will be a 100th anniversary banner hung outside the library.

OLD BUSINESS: (a) Personnel: Alyssa Bruce, selected to be our new Teen Services Librarian, will start work on September 17. In addition, a long list of personnel changes was presented: Reference Assistant Elizabeth Nardi has taken a position in the schools, Circulation Aide Howard Sydney has moved to Florida, and several Pages have left to begin college. A number of new faces have come into the library as replacements.

NEW BUSINESS: (a) Policy Review and Possible Votes to Approve Changes: Changes to our *Computer and Internet Use Policy* were discussed and, upon a MOTION by Ms. Hansen and a SECOND by Mr. Matos, a revised policy was approved unanimously. The library’s *Mission Statement* was reviewed, as well, and, upon a MOTION by Ms. Hansen and a SECOND by Mr. Matos, the revised statement was accepted unanimously. A discussion of the *Library Card Policy* was postponed until the next board meeting. **(b) Board Update: E-books and Libraries:** Mr. Delaura explained some the problems that libraries face in acquiring collections of ebooks: (1) Prices are higher for ebooks than for the corresponding paper books, (2) The process for downloading is confusing to staff and patrons, (3) Not all popular books are available in electronic format, and (4) Ebooks are technically leased and not purchased/owned by the libraries.

OTHER BUSINESS: Nita Hansen encouraged trustees to attend the 2013 conference of the Association of Connecticut Library Boards on October 25 at the University of Hartford. The fee is \$25.00 per trustee. There will be discussion of Maker Spaces, digital challenges in the library, and much more. Ms. Hansen will send out more information. All trustees are encouraged to attend this educational event.

ADJOURNMENT: Upon a motion by Ms. McGarry, the meeting was adjourned at 9:04 p.m.

Marjorie Clarke
Secretary