

**TOWN OF CANTON, CONNECTICUT
CANTON PUBLIC LIBRARY
LIBRARY BOARD OF TRUSTEES
REGULAR MEETING OF WEDNESDAY, APRIL 10, 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, Nancy Donoghue, Michael Leonard, Richard Matos, Patricia McGarry, and David Owen. Also present: Friends President Sue-Ann Uccello, Library Director Robert Simon, and Head of Technical Services Adam Delaura. Trustees absent: Bonita Hansen

PUBLIC FORUM: No one from the public was present. The Library Director used this opportunity to introduce the trustees to our new Head of Technical Services, Adam Delaura, who joined the staff on March 19. The Board welcomed Mr. Delaura.

APPROVAL OF MINUTES: Upon a MOTION by Mr. Owen and a SECOND by Ms. McGarry, the minutes of the Regular Meeting of March 13, 2013 were approved unanimously as presented.

LIBRARY DIRECTOR'S REPORT: The Library Director's Report for March 2013 was emailed to the trustees earlier. Mr. Simon reviewed the programs, services, statistics, and other library news of the last month. Highlights: Several children's programs were cancelled due to Heather Baker's illness and surgery. The subject of requiring a library card for public computer use was discussed. Mr. Delaura said that, in his previous job at the Bristol Public Library, a library card was required for patrons to use the computers, and there was a time limit of two hours per patron per day, with a single session limit of 60 minutes. The software used to control all of this was quite expensive – Mr. Simon had looked into it a few months ago. Several trustees thought it might be a good idea for this library to require computer users to have library cards, and they asked Mr. Simon to consider implementing the idea. The library is being painted, and the Children's Room will be closed for a few days for safety purposes.

COMMUNICATIONS: There were no communications this month

APPROVAL OF FINANCIAL REPORTS: The operating budget and the Gift Fund reports for March 2013 were reviewed by the Director. Upon a MOTION by Ms. McGarry and a SECOND by Mr. Matos, the financial reports for March were approved unanimously.

COMMITTEE REPORTS: **(a) Friends of the Canton Public Library:** President Sue-Ann Uccello said that the Spring Book Sale will be on April 13 in Room F. A decision about replacing or repairing the upholstered furniture in the Children's Room has not yet been made. The annual Crossword Puzzle tournament will be held on April 27. The date for the dedication of the bench in memory of Susan Bahre has not been set. It will probably be in May. Some members of the Friends will be attending a "Friends of Connecticut Libraries Boot Camp" on April 20. Our own Adam Delaura will be a speaker at that meeting. **(b) Long Range Plan Review Committee:** The committee has divided the list of unmet and ongoing goals into the following categories: Drop, Do-able Before the End of 2013, and Continue onto the Next Long Range Plan. This may have a shorter timeframe (3 years). **(c) 100th Anniversary Committee:** Members are looking at scaling back the number of programs a bit. They might hire a magician or other performer for the day the anniversary is celebrated as a program of interest to both young and old. Ms. Uccello has made a preliminary budget for the expenses of that day.

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OLD BUSINESS: (a) Budget Request FY 2013-2014. The teen librarian is still in the proposed town budget, which will go to a referendum on May 22. We are hopeful – we’re closer right now than we ever have been. **(b) Staff Update:** Heather Baker was out for nearly 3 weeks for surgery. She is starting back sooner than expected, which is good news. She will begin her return on a part-time basis. Adam Delaura is a welcome addition to the staff as Head of Technical Services. Building maintainer Tim Duntz suffered the loss of his wife recently. Town of Canton employees are holding a benefit pasta dinner for him on Saturday, May 4, from 4:30 to 6:30 p.m. Tickets can be purchased at the library and 3 other locations around town.

NEW BUSINESS: (a) Repainting: The repainting of the library interior was delayed a couple of days and so, unfortunately the necessary closing of the Children’s Room will fall during school vacation. The staff is working with the painters in an effort to keep the disruption to a minimum.

OTHER BUSINESS: The Connecticut Library Association annual conference will be held on April 29 and 30 in Cromwell. The Director and the full-time staff will attend.

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

Marjorie Clarke
Secretary