

**DRAFT**  
Prosser Public Library  
Library Board of Directors Meeting  
April 12, 2016

**Attendance:** Roberta LaMonaca (*Library Director*), Shirley Thompson (*Chairperson*), Harvey Frydman (*Vice-Chairperson*), Beverlee Merritt (*Secretary/Treasurer*), Joan Geetter, Martha Brackeen-Harris, Paula Walek, Penny Pearson (*Friends of the Library Representative*)

**Absent:** No absences.

Quorum present? Yes, 6 of 6

Shirley Thompson called the meeting to order at 5:00 p.m.

**MOTION to accept the minutes of the March 9, 2016 meeting, with one proposed correction;** seconded and approved.

*Public Statements* – There were no public statements.

*Report from the Friends of the Library*

**Spring Book Sale** – P. Pearson handed out fliers for the upcoming spring book sale, which runs April 28-30. This Saturday, April 16<sup>th</sup>, is the last day donations will be accepted until May 4<sup>th</sup>. Beth Ellison said that there is more fiction for sale this year than at any sale in recent memory.

**Spring Luncheon** – S. Thompson asked if the Friends can send an invitation to the spring luncheon to Mayor Joan Gamble. P. Pearson explained that at a recent meeting the Friends decided to send invitations to members of the town council and the library board. The invitations went out on Monday, April 11<sup>th</sup>, so they should appear in mailboxes soon. The spring luncheon will be held in Seabury's new dining room and will feature the library director from the University of Hartford. The event will be held on May 3<sup>rd</sup>; the deadline to RSVP is April 27<sup>th</sup>.

*Chairperson's Report*

**Executive Session Meeting** – S. Thompson stated that the library board would have a special meeting following the next board meeting to discuss Roberta's evaluation.

**Library Building Discussion** – H. Frydman noted that he recently visited Woodbridge, which has its senior center, library, and other services in one complex. The library was impressive, with 3 or 4 floors, and had the feel in places of an art gallery. Harvey complimented Roberta and the architects on their presentation to town council.

J. Geetter said that the phrase "the library you need, not the library you want" keeps coming up, which is frustrating, especially since what's being asked for is in line with most libraries today – dedicated teen space, a maker space, ADA compliance, functional staff work areas, etc. Joan feels that if the appropriate space needs are not meant, the entire project may not be worth it, because an inadequate building is not worth the time and expense. B. Merritt stressed that it's up to the board to convince people that these wants and needs are the same. R. LaMonaca spoke about members of the public that have been vocal in the process and questioning of particular needs. P. Walek inquired as to when the process of planning a new building began. R. LaMonaca said the current design stems from a study in 2011, but that there were also studies in 1993 and 2006. S. Thompson said that each of these studies costs money, which becomes wasteful when there is no movement forward.

## *Director's Report*

**Building Committee Update** – The building committee met five times last month. One of the biggest developments came about after Centerbrook, the architects exploring what to do about 330 Park, concluded that the building was not salvageable, and that a new building would cost \$30-\$35 million dollars. The town council asked the architects from Tai Soo Kim and Centerbrook to meet and look at an option to share space in a new building at 330 Park. This idea conflicts with findings by economic development consultants who believe that the library should remain part of Bloomfield center. A public forum, with a presentation from the architects from Tai Soo Kim, will follow tonight's board meeting. The building committee and architects want the library board's input. The next big building-related event is the presentation to town council on 4/25, which will address the 330 Park option.

**National Library Week** – This week is National Library Week, which is being promoted with the phrase "Libraries Transform." R. LaMonaca and Carol Lennig addressed this theme with a recently installed window display at Wintonbury Mall. There is also an exhibit on the second floor at town hall, featuring ALA-inspired READ posters with staff members in place of celebrities. Children's librarian Nicole Dolat created the posters, and will also host a program where children can become the star of their own READ posters. National Library Week has also inspired another Cocktails for Book Lovers tie-in with Carbone's Kitchen. This year, a \$1.00 donation to the building fund will be made for each drink purchased by someone showing a Bloomfield library card.

**Niagara Water Controversy** – The library has collected articles, press releases, and other materials related to the ongoing Niagara water controversy. The library plans on saving the binder for the historical record.

**Disc Cleaning & Repair** – The library ordered a new machine to clean DVDs and other discs, in part as a response to a problem with McMahan Wintonbury discs being damaged by a patron's Xbox. The new machine repaired the DVDs and allowed the library to circulate them again. The library was able to purchase a more robust machine than originally anticipated, due to a 25% ALA-conference discount that the company had on record because Allison Wilkos had visited their booth. This shows the importance of having staff attend conferences.

**McMahon Wintonbury Updates** – R. LaMonaca is working with Facilities Manager Ben Whitaker on a project to install new carpeting at the McMahon Wintonbury Library. Carpeting has been selected from carpet samples, but no date has been set for when the installation will occur. Additionally, four oak chairs from Pinewood Furniture have been ordered to replace broken chairs.

**Outreach to Bloomfield Schools** – Library staff recently met again with administrators from Bloomfield schools to discuss mutual outreach. For example, the library has recently sent information to parents and students electronically through the school's delivery system. Another recent example is when library staff attended parent-teacher conferences at three different schools to promote library services to parents.

*Old Business* – There was no old business to discuss.

### *New Business*

**Renewal of Prosser Fund Certificate of Deposit** – A spreadsheet detailing Prosser Fund investments held at Windsor Federal was handed out to the board. R. LaMonaca noted that one of the CDs matures in April and must be reinvested, and that she called Windsor Federal to ask for a better rate than the one being advertised. They offered her .80% for 12 months and 1% for 24 months. With the outcome of the building project still unknown, R. LaMonaca recommended that the board opt for 12 months, in order to keep funds more readily available. The board agreed with that assessment. **MOTION to invest funds from the account ending in #6975 in to a 12-month CD at .80%;** seconded and passed.

The other CDs will mature in June 2016 and July 2017. The spreadsheet does not include the \$15,000 currently held in the Prosser Building Fund.

**Additional Building Discussion** – H. Frydman inquired as to who is paying the architects for their study. R. LaMonaca answered that the town is paying Tai Soo Kim \$30,000, though the scope of the study has extended a bit beyond the initial request. Tai Soo Kim will likely be hired to design the building if the project goes forward, a fact which may soften any duress caused by additional requests.

R. LaMonaca said that tonight's presentation will feature a 3-D walk-through of the proposed building on the town hall site. If the project goes to referendum, a visual walk-through would likely be posted to the library's website. P. Walek said that she is now hearing that the public works garage, 330 Park, and the library may end up rolled into one question on the ballot after all. R. LaMonaca confirmed that she's hearing conflicting reports. S. Thompson said that Marc Needleman, town attorney, is looking into the issue.

**MOTION to adjourn meeting at 5:37 PM;** seconded and approved.

Respectfully submitted,

Christopher Siloac,  
Technology & Administrative Coordinator