

**DRAFT**  
Prosser Public Library  
Library Board of Directors Special Meeting  
May 9, 2017

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

**Absent:** Paula Walek

Quorum present? Yes, 5 of 6

Shirley Thompson called the meeting to order at 5:02 p.m.

*Roll Call* – S. Thompson announced the roll call and noted that Paula Walek was absent.

*Report from the Friends of the Library*

**Spring Luncheon** – 74 people attended the Friends’ spring luncheon at Seabury, featuring the editor-in-chief of the Hartford Courant.

**Spring Book Sale** – The Friends earned around \$3,500 at the recent spring book sale, an amount that exceeds the total from either of last year’s sales.

*Chairperson’s Report*

**Roberta LaMonaca’s Review** – S. Thompson reminded the board that they would need to complete Roberta LaMonaca’s evaluation at the close of the meeting.

*Director’s Report*

**New Firewall** – Scott Sharlow and Chris Siloac recently installed a new firewall on the public network at Prosser. The new firewall allows for much greater internet speed.

**Patio Furniture** – With the front patio at Prosser having been recently refurbished, the library is ordering a new picnic table for out front.

**DeliverIT Problems** – In response to the problems with DeliverIt, Connecticut library consortia have held a series of meetings aimed at exploring the possibility of running a delivery system independent of the state. An RFP has been issued.

**Pop-Up Library** – The library debuted its new pop-up library service at the immigration forum held at the senior center. The pop-up library will be present at this year’s summer concerts.

**Summer Reading** – Plans are well underway for this year’s summer reading program. The Friends have provided \$5,125 to help fund promotional materials, prizes, and paid performers.

**Personnel Changes** – A retirement party was held last week for two longtime staff members, Judy Proctor and Marilyn Johnston. Brooke Lyman, a part-time library assistant, has been hired for the full-time Library Assistant II position. Additionally, there were two promotions: Heidi Sacchitella has been promoted to Librarian II, and Diah Seccareccia has been promoted to Library Assistant III.

**Margot Jermias Program** – The library hosted a program featuring Margot Jermias, a holocaust survivor. Ms. Jermias told her powerful story to a room of 65 people, including students from Hebrew Academy. The library video-recorded her story, and will likely seek to post it online or screen it at a later date.

**Farmington Bank CD** – The certificate of deposit held at Farmington bank, which consists of the Prosser building fund, will mature on July 23, 2017. R. LaMonaca will confirm a rate before the June meeting, so the board can vote on renewing the CD.

*Old Business*

**Prosser Funds for Travel Books** – A few years ago, the board allotted \$5000 to update the library's travel book collection. The library has spent \$1,500 of that amount. With new editions of books being needed again, the library intends to spend down more of the money on another round of purchasing.

**Volunteer Appreciation Event** – R. LaMonaca has prepared checks, drawn from Prosser funds, to be signed. The checks are for the food for the upcoming volunteer appreciation event.

*New Business* – There was no new business to report.

**MOTION to accept the minutes of the April 11, 2017 meeting;** seconded and approved.

**MOTION to enter executive session at 5:25 PM, in order to complete the library director's performance review;** seconded and approved.

**MOTION to exit executive session and adjourn the meeting at 6:10 PM;** seconded and approved.

Respectfully submitted,

Christopher Siloac,  
Technology & Administrative Coordinator