

**FINAL**  
Prosser Public Library  
Library Board of Directors  
Meeting held at the McMahon Wintonbury Library  
June 13, 2017

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

**Absent:** Harvey Frydman, Paula Walek

Quorum present? Yes, 4 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 Harvey Frydman and Paula Walek were absent.

P. Pearson asked if agenda item #3, Report from the Friends of the Library, could be moved after agenda item #8, Public Comment, to allow for an expansion on one of the topics to be presented by R. LaMonaca. The change was made.

*Chairperson's Report* – S. Thompson said there was nothing new to report.

*Director's Report*

**Volunteer Appreciation Reception** – 30 of the 70 volunteers invited attended this year's reception. Next year the library may ask all invitees to RSVP, and may also consider holding the event later in the day.

**Museum Passes Online** – The library will begin allowing patrons access to museum passes online, starting in July. The library is using a service called TixKeeper to manage the online checkouts and reservations.

**Prosser Building Issue** – A recent indoor air-quality assessment at Prosser turned up areas that need remediation, namely the Friends' storage area and the hallway just outside the children's department. For this work to be completed, the library will need to close down the children's department, and the Friends will need to move all of their items out of the storage area. The work could disrupt things for as long as two weeks. The week of July 3<sup>rd</sup> is currently being considered as the period when the work will begin.

**Citizen's Academy** – The library recently participated in the town's Citizen's Academy initiative by giving the 20 participants a tour of the library, a demonstration of online resources, and a quick look at the AWE computers and a children's program. The board received a sample of the packet that was distributed.

**DeliverIt Suspension** – Starting July 1<sup>st</sup>, the state library's beleaguered DeliverIt system will suspend all pick-up and delivery for two weeks. When service resumes, the plan is for more regular (5 days per week), yet limited (3 bins in/out per day) service. Libraries around the state, including consortia, are exploring alternatives to the current system.

*Old Business*

**Director's Review** – S. Thompson noted that R. LaMonaca signed her evaluation and that it has been delivered to the town manager.

*New Business*

**Renewal of Certificate of Deposit** – Windsor Federal offered a rate of 1% for the CD that is maturing on 6/19/17. **MOTION to renew the certificate for 12 months;** seconded and passed.

*Public Comment* – There were no members of the public present.

*Report from the Friends of the Library*

**Prosser Remediation Project** – Notices have been posted in the library and electronically to inform patrons that the Friends' have temporarily suspended the receiving of donations. Most volunteers will continue working in the storage area as needed, but two volunteers, with concerns about air quality, will not resume service until the area has been remediated.

**MOTION to accept the minutes of the May 9, 2017 meeting;** seconded and approved.

**MOTION to adjourn the meeting at 5:36 PM;** seconded and approved.

Respectfully submitted,

Christopher Siloac,  
Technology & Administrative Coordinator