

FINAL
Prosser Public Library
Library Board of Directors Meeting
June 14, 2016

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

Absent: Martha Brackeen-Harris, Harvey Frydman

Quorum present? Yes, 4 of 6

Shirley Thompson called the meeting to order at 5:09 p.m.

MOTION to add an executive session to the agenda, after item number 8, New Business; seconded and approved.

MOTION to accept the minutes of the May 10, 2016 meeting; seconded and approved.

Public Statements – There were no public statements.

Report from the Friends of the Library

Advocacy and Outreach – The Friends are on their summer break, so not much is happening at the moment. A small group of Friends continues to attend meetings of the town council, sub-committees, and commissions, in order to stay informed and engaged with what’s going on in town. If the council decides to go to referendum with the proposal for a new library, the Friends will be ready to expand their outreach efforts.

Chairperson’s Report

Library Building Plans – S. Thompson described meetings with the mayor and other town councilors, in which she articulated the need to do one of the proposed projects, especially after the time and expense of the studies. The board discussed the apparent support for the public works garage, which is not up to code. The town council will have a retreat at First Cathedral on Saturday, June 25th. It will be an open meeting with no public comment. J. Geetter said that she will try to attend, as will Ruth Anne Marchetti from the Friends.

Director’s Report

Building Committee Progress – R. LaMonaca and Mark Wiseman presented to the board of the Bloomfield Chamber of Commerce last Wednesday. Mark prepared PowerPoint slides containing building plans and pictures from the flood.

State Construction Grants – The status of the state construction grants keeps changing. Madison Public Library recently received a grant, prompting Roberta to email Tom Newman at the state for an update. Madison received money as part of an urban development grant program. Roberta reached out to state representatives David Baram and Beth Bye about making sure Prosser is on the list to be a possible recipient of that grant. Roberta will also file a letter of intent before the deadline, to ensure that the library is in the running for any construction grant money that is still available.

Town Council Meetings – From what R. LaMonaca has heard, the town council retreat on June 25th will be more focused on discussion than on decision-making. The decision about which library building plan to support will occur at the council meeting on June 27th.

College Classes at the Library – R. LaMonaca and Lois Hager recently met with the presidents of Capital Community College and Manchester Community College (MCC) about the possibility of having the library host college classes. MCC recently opened a satellite building on Main St. in Manchester, and they said it's been good for economic development. Both presidents will write a letter to Mayor Gamble and the council to stress the benefits of hosting classes at the library. The classes would likely focus on certification programs, such as medical billing.

Building Project Timeline and Communication – Communication is important as the building project proceeds. Members of the public tend to ask library staff about what is going on, so R. LaMonaca recently sent an email to library staff with an update on the project. Roberta will use email to stay in touch with the library board during the summer. The board discussed the timeline for a referendum, and the importance of keeping up momentum, advocacy-wise, even if the project does not go forward.

Renovations at McMahan Wintonbury Library – As the work began on renovating the men's room, asbestos was found, so remediation will be needed beforehand. After the men's room is finished, remediation and renovation will also occur for the women's room. New carpeting will begin being installed on Monday, June 20th, and continue all through that week. During the weekend preceding the install, Chris Siloac will disconnect all the computer equipment. The plan is to do the computer areas first, so that they are available when the library opens on Tuesday. The library will remain open for its regular hours, though certain sections will be closed each day.

Summer Reading – Summer reading kicks off on Saturday, June 18th. There will be library programs throughout the day.

Dutch Point Credit Union Community Day – Dutch Point Credit Union is hosting a community day. The library will have an information table there.

One Book, One Bloomfield Planning – The library is looking to book a speaker for the One Book program in October. R. LaMonaca discussed two possible speakers, though the decision will likely come down, in part, to the speaker fee. The committee is also looking to reach out to people who came out of Bloomfield and went on to success. They are looking for people to come to a program or share a letter about what it was in Bloomfield that helped them become successful.

New Business

Certificate of Deposit Renewals – A CD is coming up for renewal on June 28th. Roberta reviewed the schedule for when the other CDs reach maturity. Roberta received a rate of .90% for 18 months from Kelly at Windsor Federal. The 18 month period works well, time-wise, in conjunction with the other CDs. **MOTION to approve renewing the CD for 18 months at .90%**; seconded and passed.

MOTION to enter executive session at 5:42 PM; seconded and passed.

The board ended executive session at 6:02 PM.

MOTION to adjourn meeting at 6:03PM; seconded and approved.

Respectfully submitted,

Christopher Siloac,
Technology & Administrative Coordinator