

**FINAL**  
Prosser Public Library  
Library Board of Directors  
February 13, 2018

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

**Absent:** Harvey Frydman

Quorum present? Yes, 5 of 6

J. Geetter called the meeting to order at 5:00 p.m.

*Roll Call* – J. Geetter performed roll call and noted the absence of H. Frydman.

*Report from the Friends of the Library*

**Pop-Up Sale** – The Friends are having a pop-up Life magazine sale on Saturday, February 17<sup>th</sup>.

*Chairperson's Report*

**Meeting with Town Manager** – The library board's meeting with Phil Schenck was productive. The discussion focused on three main points: obtaining data on library building repairs, changing the process for evaluating the library director, and helping the board become more effective library advocates.

**Town Council Session at High School** – The town council's recent public session at the high school was attended by over 100 people. The discussion was cordial, thoughtful, and generated many good ideas.

*Director's Report*

**ACLB Membership** – The board approved the renewal of membership in the Association of Connecticut Library Boards. The annual membership fee is \$100.

**State Rep. Office Hours** – Bloomfield's new state representative, Bobby Gibson, will hold office hours at Prosser on February 26<sup>th</sup>, from 6:00 PM to 7:30 PM. For purposes of outreach and advocacy, the library board may want to attend.

**Volunteer Appreciation Event** – May 10<sup>th</sup> is the planned date for the volunteer appreciation event. R. LaMonaca is using feedback from last year to help plan this year's event.

**PLA** – R LaMonaca will attend this year's Public Library Association (PLA) conference in Philadelphia, from March 21<sup>st</sup>-23<sup>rd</sup>.

**Budget Presentation** – The library's budget presentation to the town council is scheduled for Tuesday, April 3<sup>rd</sup>, at 7:00 PM, in conference room #5.

**Meeting with Beth Bye** – Library directors from Bloomfield, Burlington, Farmington, and West Hartford met with State Senator Beth Bye to discuss issues related to public libraries. The discussion focused on the importance of funding state library services such as DeliverIt and ResearchIt, as a way to create equitability between libraries.

**Author Luncheon** – The luncheon with author Martha Hall Kelly is scheduled for June 1<sup>st</sup> at Wintonbury Hills Golf Course. The event will tie-in with Celebrate Bloomfield, which runs from June 1<sup>st</sup>-3<sup>rd</sup>.

**Pop-Up Library Events** – The pop-up library recently held at a local laundromat provided a good opportunity to reach out to non-library users. Two more pop-up events are scheduled: March 10<sup>th</sup> at Healthy Kids Fair; March 17<sup>th</sup> at STEAM Fair.

**New Sierra Feature** – The library has opted to turn on the new auto-renew feature in Sierra, which will auto-renew any Bloomfield library items that don't have restrictions, such as holds and rapid views.

**Strategic Plan** – The 2011 strategic plan, which expired in 2016, was handed out to the board for review. The plan serves as a good first step towards initiating a new one.

**Meet & Greet** – The library board discussed the idea of holding a meet and greet that gives residents an opportunity to have a say in the direction of the library. Possible dates and times in March and April were explored.

**Video Marketing** – In response to the board's interest in video marketing, the library's marketing committee will meet soon with Leah Farrell, of the Farmington Library. Leah oversees Farmington's video productions.

**Aspen Institute Guide** – R. LaMonaca showed the board the Aspen Institute's "Action Guide for Re-Envisioning Your Public Library" and suggested that they use the guide's activities as a way to help guide their outreach and advocacy. Board members will review the guide and look for ways to incorporate its suggestions in their prospective meet and greet.

#### *Old Business*

**Estimated Savings on Receipt** – The board revisited the idea of including estimated savings on each checkout receipt. C. Siloac reported that the Sierra system is not currently capable of such a feature, but that Library Connection has submitted it as a desired improvement.

#### *New Business*

**Tasks for Upcoming Meeting**– In preparation for discussion at the next meeting, board members will focus on reviewing the Aspen Institute guide and recently received town data.

**Business Cards** – J. Geetter distributed new business cards to each library board member. Out of respect for privacy, the cards do not contain personal contact information, but there is a space where it can be written in if desired.

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

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

Respectfully submitted,

Christopher Siloac,  
Technology & Administrative Coordinator