

FINAL
Prosser Public Library
Library Board of Directors
Meeting held at the McMahon Wintonbury Library
March 20, 2018 (Special)

Attendance: Roberta LaMonaca (*Library Director*), Joan Geetter (Chairperson), Beverlee Merritt (Vice-Chairperson), Ava Biffer, Ann Leavitt

Absent: Martha Brackeen-Harris, Harvey Frydman

Quorum present? Yes, 4 of 6

J. Geetter called the meeting to order at 4:58 p.m.

Roll Call – J. Geetter performed roll call and noted the absence of M. Brackeen-Harris and H. Frydman.

Report from the Friends of the Library

Friends' Bags – With Penny Pearson not in attendance to give the Friends report, A. Leavitt noted that non-woven disposable bags, featuring the Friends' logo, had recently been ordered and received. The bags will likely be sold at the desk, or given away for promotional purposes.

One Book Bus Trip – As part of One Book, the Friends are sponsoring a bus trip to the Bellamy-Ferriday house on June 9th. The trip is currently open to Friends members only, but will be opened to the public if seats are still available closer to the date.

Chairperson's Report – There was nothing new to report.

Director's Report

Life Magazine Sale – Funds from the Friends' recent Life magazine sale will be used to purchase new DVDs.

Pop-Up Libraries – Pop-Up libraries were held at two recent town events: the healthy kids fair, and the high school's STEAM fair. The library table was popular at both events, resulting in new library cards, checked-out items, and hands-on participation in a science-related activity.

Courtesy Auto-Renewals – The library has implemented the auto-renewal functionality in Sierra, which performs a courtesy renewal for eligible materials. Rapid views, items with holds, and items from other libraries are not eligible.

Community Room Chairs – The library has ordered 75 new Mity Lite chairs, along with storage racks, to replace the current community room chairs. 25 of the current chairs will go to McMahon Wintonbury. The old wooden chairs at McMahon Wintonbury will be picked up by Habitat for Humanity.

Budget Presentation – R. LaMonaca reminded the board about the library's budget presentation to the town council, which is scheduled for Tuesday, April 3rd, at 7:00 PM, in conference room #5.

PLA – R. LaMonaca will be attending the Public Library Association's conference from March 21st-23rd.

Celebrate Bloomfield/Author Luncheon – Plans for Celebrate Bloomfield continue to evolve. 50 people have registered for the luncheon with Martha Hall Kelly. Promotion thus far has mostly been local. The library will advertise the event more broadly in the weeks to come.

Video Marketing – The marketing committee met with Leah Farrell, from Farmington Library, about the process of making videos for the library. As a first step, the committee will experiment with equipment the library currently has and assess the results.

Library Intern – The library is looking to sponsor a paid intern, likely a high school student, as part of a diverse communities initiative from PLA.

Town Earth Day Celebration – The library is participating in the town’s Earth Day celebration on April 21st. In addition to the events planned at 330 Park, the children’s department will conduct a program for writing thank-you notes to the Earth.

Director’s Evaluation – In response to the board’s interest in altering the upcoming evaluation process, R. LaMonaca handed out an example of a different type of library director evaluation. She also handed out a list of her accomplishments for the year.

Wintonbury Land Trust Fundraiser – J. Geetter reminded the board that the Wintonbury Land Trust fundraising dinner will be held April 28, 2018.

Old Business

Aspen Institute Action Guide – Using the Aspen Institute Action Guide as a prompt, the board engaged in a discussion about strategy and priorities. The discussion focused on the need to build a consistent presence within the community, and the importance of reaching out to community leaders. At the end of the discussion, the board decided on a few concrete steps:

- Board members volunteered to take particular council members to tour new library buildings in nearby towns.
- A. Leavitt will explore forming an advocacy subcommittee as part of the Friends.
- R. LaMonaca will contact the consultant Maxine Bleiweis and propose that she attend the May library board meeting to discuss a possible consultancy about advocacy strategies.

Meet & Greet – The board did not discuss a meet and greet event, though community outreach ideas were touched upon during their discussion of the Aspen Institute Action Guide.

New Business

Volunteer Appreciation Reception – The volunteer appreciation reception has been moved to Thursday, May 17th, from 4:30-5:30 PM.

MOTION to accept the minutes of the February 13, 2018 meeting; seconded and approved.

MOTION to adjourn the meeting at 6:06 PM; seconded and approved.

Respectfully submitted,

Christopher Siloac,
Technology & Administrative Coordinator