

FINAL
Prosser Public Library
Library Board of Directors
July 10, 2018 (Special)

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 5:04 p.m.

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

New Business

Review and Discuss Proposal from Libby Post, President of Communication Services – J. Geetter summarized Libby Post’s proposal as well as her qualifications and references. The quoted figure of \$18,000 includes 5-6 months of work, mostly aimed at increasing advocacy and community presence. The board, as well as R. LaMonaca, felt that it was premature to invest funds and time into such a project. R. LaMonaca suggested that the board may want to consider hiring Libby for a strategic plan that includes a strong advocacy and marketing component. Such a plan would help lay the ground work for a future building referendum campaign. Discussion ensued about the timing of a library strategic plan in light of the town’s own planning.

Following the discussion, next steps were summarized as follows: J. Geetter will review the board’s notes on the proposal and send a letter to Libby Post to inquire about the possibility of a marketing-focused strategic plan; R. LaMonaca will contact Nancy Haynes about the possibility of restarting building plan discussions with Tai Soo Kim; she will also ask Phil Schenck about the status of the town council’s strategic planning; C. Siloac and R. LaMonaca will provide J. Geetter with a list of improvements made to McMahan Wintonbury over the last few years.

Farmington Bank CD Renewal – The certificate of deposit held at Farmington Bank, which includes \$16,327 from the Prosser building fund, expires on July 23rd. R. LaMonaca obtained a renewal rate of 1.35% and suggested that the board consider moving \$5000 from the Farmington savings account into the CD, for a total of \$21,327. **MOTION to approve renewal of the Farmington Bank CD at 1.35% and add an additional \$5000 to the CD from the savings account at Farmington Bank;** seconded and passed.

Review and Discuss Updated Draft of “Bulletin Boards, Handouts, Selling and Solicitation Policy” – The board reviewed a revised draft of the “Bulletin Boards, Handouts, Selling and Solicitation Policy,” which includes new language concerning the policy around selling merchandise in the library. **MOTION to approve the revised “Bulletin Boards, Handouts, Selling and Solicitation Policy;** seconded and passed.

Public Comment

Website Information – Penny Pearson brought to the board’s attention some outdated information on the websites for the Town of Bloomfield and the library. C. Siloac will make sure the issues are addressed.

MOTION to adjourn the meeting at 6:07 PM; seconded and approved.

Respectfully submitted,

Christopher Siloac,
Technology & Administrative Coordinator