

WOODBURY PUBLIC LIBRARY

MINUTES OF THE
BOARD OF TRUSTEES' MEETING
SEPTEMBER 29, 2015 @ 7:30 PM
HIGHLAND MILLS BRANCH

Trustees in Attendance:

Dorothy Morris, President
Pat Coogan
Angie McKeown Cooper
Ellie Pastel
Gail Tummarello

Trustees Absent:

Karen DeLuca
Cathy Schmidt

Also Present:

Jennifer Bradshaw

The meeting was called to order at 7:35 by Dorothy Morris, President of the Board of Trustees (motion by Pat Coogan, seconded by Angie Cooper, passed unanimously).

Minutes from the August 25, 2015, meeting were read and accepted (motion by Ellie Pastel, seconded by Dorothy Morris, passed unanimously).

Approval of Vouchers

Twenty vouchers were presented for signatures and accepted (motion by Pat Coogan, seconded by Angie Cooper, passed unanimously). A question, prompted by concerns regarding the need for equitable programming for all populations served by the library, was raised as to whether or not there is a spending limit per program. There is not at this point. Offerings for Hispanic Heritage Month will include a concert, a movie, and a cooking session. Methods of publicizing these and other activities were discussed.

Director's Report

Jennifer Bradshaw provided updates regarding Library Card Sign-up Month (publicity included social media, school visits and library displays, resulting in the issuing of thirty-three cards). A question was raised about the age at which a child would be eligible to receive a card. It was suggested that a sign explaining the policy in English and Spanish could be posted in the library.

The director attended the RCLS breakfast, along with the President of the Board of Trustees and two library staff members. The Hero Tree display that they shared was well received.

There was discussion about the 2020 vision, with emphasis on how it will be implemented and the role of employees, who should play a significant part in establishing and sustaining climate and culture. The focus was on outreach and how use of the facilities can be maximized to attract and engage the population we serve. Dorothy Morris spoke about her contact with CSEA representatives, intended to clarify any issues that may stand in the way of cultivating staff members' enthusiasm and buy-in. Ellie Pastel spoke about the direction for this year and the impact every single individual has as we move on. Communication was mentioned as a critical factor, with specific activities like staff meetings included in the list of steps that must be taken to energize and motivate the staff to ensure forward movement. Angie Cooper supported this position. It was also pointed out that staff must be encouraged to consider how the lower floor at the Central Valley facility can support additional programming. The discussions need to include any specific physical changes such as a sink for cleaning up after art projects or an area

for cooking – as well as more general issues related to air conditioning, plumbing, and electricity - that might be needed. Pat Coogan suggested that time be set aside at our next meeting to discuss the use of the renovated facility.

The director also spoke about the role of the clerks and outreach efforts in the form of home delivery of library materials.

Committee Reports

None

President's Report

Dorothy Morris observed that programs for teens are attempting to meet the needs of the community but we are falling short in scheduling programming for our early readers, children in kindergarten through grade two. She proposed that we offer at least two programs targeting that specific population this fall (motion by Dorothy Morris, seconded by Ellie Pastel, passed unanimously). She requested copies of the materials used to inform the public about the offerings.

Questions were asked regarding the library budget (specifically, increasing funds available for children's programs) and the use of the lower level at Central Valley. That space should support children's programs and provide space for community activities.

Progress is being made in preparing to display the work of local artists. With the hope of beginning displays by January 1, 2016, the service agreement, schedule, and plan for publicity need to be in place by December 1.

An update regarding the September 19 meeting about construction was provided. Participation by those trustees who attended was acknowledged. The installation of the lift (ADA requirements, insurance, use) was discussed.

Old Business

None

New Business

Concern was expressed about director's organization for staff meetings.

The title for the Woodbury READS Book Discussion on November 18 is Three Weeks with My Brother by Nicholas Sparks and Micah Sparks.

Trustee Input/Comments

None

Public Comment

None

Adjournment

The meeting was adjourned at 9:32 PM (motion by Pat Coogan, seconded by Dorothy Morris, passed unanimously)

Next Regular Board Meeting – Tuesday, October 27, 2015 at 7:30 p.m.