



Cheshire Public Library Advisory Board

**Cheshire Public Library
104 Main Street
Cheshire, CT 06410**

Regular Meeting Minutes

Date: March 16, 2015

I. Call to Order

The regular meeting of the Cheshire Public Library Advisory Board was called to order by Craig Wilson at 7:08 p.m. in the Evelyn Moss Room of the library.

Pledge of Allegiance

Board members recited the Pledge of Allegiance.

Roll Call

Members present:

Craig Wilson, Vice Chair
Judy Knott, Corresponding Secretary
Dalena DeSena, Treasurer
Alice Darter
Joy Hostage
Kathy Nankin
Ramona Burkey, Library Director

Members absent:

Carol DiPietro, Chair
Rob Oris, Town Council Liaison

II. December 15, 2014 Meeting Minutes

MOTION was made by Joy Hostage to accept the minutes as presented with the following correction: under IV - Reports of Committees, Funding Resources: Mr. Wilson was listed as absent. He was in attendance. MOTION SECONDED by Kathy Nankin. The minutes were approved as corrected with a voice vote; VOTE: 5 in favor, 0 against, 1 abstention.

III. Treasurer's Report

Mrs. DeSena reported the Library Board account balance to be \$750.00. The Association of CT Library Boards (ACLB) institutional dues for the Board were paid.

IV. Reports of Committees

1. School-Library Partnership

The January and February reports from Lucas Franklin, the Head of Children's Services, were passed around to the members.

FEBRUARY SCHOOL-LIBRARY PARTNERSHIP REPORT:

- This month we asked the schools to include library events in their newsletter to parents, specifically events during February 16-20 when students were on break. Events so far during school vacation have been well attended (many with over 100 individuals). In February, we have had over 1000 attendees for children's programs with still a week to go.

March Events:

- Dr. Seuss Day, March 2 at 4 pm: Kids will make Dr. Seuss themed treats.
- Tea Rex, March 9 at 6pm: Dinosaur themed tea party
- Phoenix Performing Arts Troup, March 8 at 2 pm: Chinese dance troupe.
- Green Screen Fun, March 10 at 4:30 pm: Kids in grades k-2 will make props and use a green screen to reenact parts of the book The Day the Crayons Quit
- Tales of Deep-Rooted Magic, March 14 at 2 pm: Storyteller Sara deBeer will tell all age stories on magic.
- Full of Joy Yoga: Mondays at 9:45am: Children's yoga starting Mar. 16
- Edible Book Festival, March 28 from 10am -4pm: Design edible arrangements based on books.

JANUARY SCHOOL-LIBRARY PARTNERSHIP REPORT:

- Questions have been disseminated to the school librarians through Deborah Burns, the Curriculum Coordinator for the school system. The questions focused on what areas we could purchase books to best support the schools. A meeting will be scheduled shortly to give me a chance to speak with the school librarians and get more information.
- On February 9 at 3:30 pm the library will be hosting the Future Educators of America from Dodd Middle School to do a special Read-Aloud Storytime with children ages 3-6.

Program News:

- Our newest program Tune Time for Tots has been extremely successful with over 40 participants (caregivers and kids) in two of the sessions held so far. Our first Tween Tuesday held on January 20 was a success with 16 children in attendance.

Notable events for February:

- Learn Spanish Storytime: Each Monday in February at 10:00 am we will host a special hands-on Spanish storytime for toddlers, preschoolers and early elementary aged children. This bilingual

storytime will be tons of fun with songs, games, activities and stories in both English and Spanish! No prior knowledge of Spanish is necessary.

- Take Your Child to the Library: Saturday, February 7 Magician Chick Kelman is returning to the Cheshire Public Library to add some magic to our Bring Your Child to the Library Day celebration. Join us for an afternoon program of magical tricks that will entertain and amaze! Stop by the Children's Room after the performance for a special prize.

Mrs. Burkey added the February break programs were very successful and the April break schedule includes lots of diversity and many science programs. She also distributed a Library Programs calendars for March 2015 and April 2015, with programs color coded by type. The new Children's Librarian, Kimberly White, started on Monday. The children's librarians will be refreshing their early literacy programming, doing more outreach to preschools and daycares, and further promoting the summer reading program.

Funding Resources - Mr. Wilson reported.

Mr. Wilson stated this committee is part of the Strategic Plan, and is in a holding pattern at this time. He did encourage members to attend the Town Council meeting on March 30th when the Library and the Library Board budgets will be discussed.

V. Communications

Mrs. Hostage was pleased to see so many of the Cheshire Library's movies advertised in the Hartford Courant, including: Scrooge (12/23/14); The Postman Always Rings Twice (1/13/15); The Big Sleep (1/20/15); Frozen Singalong (2/1/15); The Boxtrolls (2/14/15); and Disney Nature: Earth (2/20/15).

VI. Report of the Chair – Craig Wilson, Vice Chair

Mr. Wilson commented that the last two months have been quiet for the Board. He appreciated the Board's understanding having Mrs. Burkey send an e-mail about possibly changing the Library's hours rather than calling a special Library Board meeting. The staff studied the library hours in terms of library traffic during those hours. The recommended adjustment to the hours is based on consumer patronage and traffic pattern. Mrs. Burkey explained it is a balancing act, meeting client desires with current funding. Mrs. Burkey will be meeting with the Town Personnel Director and the Library Union Leadership on March 17th to discuss adjusting the hours and will report back to the board.

Mr. Wilson also reminded the members that Mrs. DiPietro will be back for the April Library Board meeting.

VII. Report of the Library Director – Ramona Burkey

Technology

Our OverDrive subscription now offers fifty-five popular magazine titles for Cheshire library cardholders. We are currently evaluating whether or not the features of this service can replace the very popular and easy-to-use Zinio product.

Programs and Services

Circulation in February was 34,534 items, which was 4% higher than that of February 2014. As you know from my email a few weeks ago, we are considering shifting the library's hours so that we can open half an hour earlier six days per week (9:00 a.m. instead of 9:30 a.m.) and close half an hour earlier four days per week (8:30 p.m. instead of 9:00 p.m.). This is based on patron demand and usage patterns, and would result in an additional hour open to the public each week (we would be open 8 hours on Fridays and Saturdays, instead of 7.5 hours) – with no additional staffing expenditures. I will be meeting with the town's Personnel Director and AFSCME union leadership tomorrow afternoon to go over details of this plan.

Save the Date: Library Supporter Appreciation Reception – Thursday, May 21 at 6:00 p.m.

Board members: If you are planning on attending the CT Library Association's annual conference (April 27 and 28 at the Mystic Marriott), please let me know by this Friday, March 20th, so that I can get you registered. Mrs. Burkey commented that ten Library staff will be attending this conference; Mrs. Burkey will not be attending as she is attending the American Library Association Conference at the end of June. Mr. Wilson asked the Board if anyone thought they could attend – Mrs. DeSena will let Mrs. Burkey know; Mrs. Burkey will check with Mrs. DiPietro; no other members are able to attend.

Selected Upcoming Events (more programs, info and registration at cheshirelibrary.org):

- Movie Matinee: "Once" – Tuesday 3/17 at 1:00 p.m.; "Waking Ned Devine" – Tuesday 3/24 at 1:00 p.m.
- Local Author Talk: *America, Freedom and Enlightenment* with John White – Saturday 3/21 at 2:00 p.m.
- Sunday Author Talk: *Saving Simon: How a Rescue Donkey Taught Me the Meaning of Compassion* with Jon Katz – Sunday 3/22 at 2:00 p.m. Registration for this event is full.
- "Creating the Non Stop Garden" – Monday 3/23 at 7:00 p.m.
- "Grow Your Own Meadow" – Tuesday 3/24 at 7:00 p.m.
- Edible Book Festival – Saturday 3/28 at 10:00 a.m.
- Sunday Concert: "Irish Music in America" with Atwater-Donnelly Band – Sunday 3/29 at 3:00 p.m.

- “For the Sake of the Country: Female Spies During the Civil War” – Monday, 3/30 at 7:00 p.m.
- “Connecticut Forest and Park Association: Its Trails, History and Events” – Tuesday 3/31 at 7:00 p.m.
- “Navigating Your Financial Landscape: The Basics” – Thursday 4/2 at 7:00 p.m.
- “Dads and Donuts” storytime – Saturday 4/4 at 10:00 a.m.
- Cheshire Cats Classics Book Club: *Ben-Hur* by Lew Wallace – Monday 4/6 at 7:00 p.m.
- “Where to Hike in Cheshire” – Monday 4/6 at 7:00 p.m.

April Vacation Programs:

- Zumba for Kids – Saturday 4/11 at 10:00 a.m.
- “Full of Joy Yoga” – Monday 4/13 at 9:45 a.m.
- “Squishy Circuits” science program – Monday 4/13 at 4:00 p.m.
- LEGO Junior Maker” – Tuesday 4/14 at 10:00 a.m.
- “Rocks and Minerals” – Tuesday 4/14 at 1:00 p.m. and 2:15 p.m.
- “Tween Tuesdays” – Tuesday 4/14 at 4:00 p.m.
- “Tune Time for Tots” – Wednesday 4/15 at 10:00 a.m. and 11:00 a.m.
- “Ctrl-Alt-Achieve: Float Your Boat” – Wednesday 4/15 at 1:00 p.m.
- “Gizmos, Gadgets and Goo” – Wednesday 4/15 at 4:00 p.m.
- “Robot Petting Zoo” (teens) – Thursday 4/16 at 3:00 p.m.
- “Edible Insects” with Stamford Museum and Nature Ctr – Thurs. 4/16 at 6p.m.
- “Play Dough Creations” – Friday 4/17 at 10:00 a.m.
- “Yu-Gi-Oh: It’s Time to Duel!” (teens) – Friday 4/17 at 2:30 p.m.
- Fab Film Saturday: “Penguins of Madagascar” – Saturday 4/18 at 2:00 p.m.

Personnel

Our new Library Technology Coordinator is Emily Versteeg (30 hours), and our new Reference Librarian is Kathleen Larkin (20 hours) – please join us on Tuesday, March 17 in the staff room from 12-2 for a potluck lunch to welcome all of our new coworkers.

Financial

The library’s budget workshop with the Town Council is scheduled for Monday, March 30 at 7:00 p.m. in Room 207-209 of Town Hall – all library board members are encouraged and welcome to attend. I’ve asked for additional funding for Program Materials, to cover the added cost of running our “24/7/365 Digital Branch” of downloadable materials and databases in addition to continuing more traditional library services; as well as seven (7) additional Sunday afternoons, which would bring our schedule of Sunday hours to November through March (instead of January through March) – a total of twenty (20) Sundays.

Buildings and Grounds

We only ended up with one small leak, caused by an ice dam, late this winter. It was remedied quickly and professionally by Public Works staff, and several library staff members acted quickly to rescue books that were in imminent danger of water

damage. A new Parking Agreement has been signed by officials from the Town of Cheshire and Christ Community Church, and is good for five years, with a five-year renewal clause.

Policies and Planning

Artsplace

I had the pleasure of attending the 27th annual Artsday at Cheshire Academy on Sunday 3/15. As always, it was extremely well-run and enjoyable, as my young son can attest! Artsplace offers excellent programs with fantastic instructors.

Other

Mrs. Burkey distributed the Friends of the Cheshire Public Library application and explained that the Friends donate more than \$40,000 a year to the Library. Mrs. Hostage commented that she receives an application each year in the mail, although she is a life-time member, and asked if the Friends could save money by not sending applications to life-time members. Mrs. Burkey will pass this on.

Mrs. Burkey also distributed a wonderful article (“In Praise of Libraries”) given to her by a Rotarian at the Rotary Club Anniversary celebration.

Mrs. Burkey received the *Town of Cheshire Energy Commission Outstanding Energy Achiever 2014 Award – In recognition of her efforts toward achieving energy efficiency and sustainability*. She passed the plaque around and said although her name is on the award, this award is in recognition of the Library’s efforts.

Mrs. Burkey sent a letter dated 3/2/15 to the Appropriations Committee of the CT General Assembly with her testimony not supporting Governor Malloy’s cuts to 1) eliminate Connecticut payments to cities and towns (regional resource sharing); 2) eliminate funding for the CT Library Consortium (ending local libraries’ abilities to purchase most library resources at huge group discounts); and 3) GB No. 942, “*An Act Implementing the Budget Recommendations of the Governor concerning Education*” which not only repeals the programs above (and several valuable statewide library services such as the CT Education Network – high speed internet provided to state libraries), but also states that new legislation would be required before these programs could ever be funded again. Mrs. Burkey will e-mail the Board members a copy of her letter.

IX. Unfinished Business

None.

X. New Business

Mrs. Hostage recently saw Betsy McIlvaine, President of the Association of CT Library Boards. If anyone is interested in serving on the Association of CT Library Board, please let Mrs. Hostage or Ms. McIlvaine know.

XI. Adjournment

MOTION to adjourn was made by Kathy Nankin and SECONDED by Joy Hostage. The meeting was adjourned at 7:47 p.m.

The next regular meeting of the Cheshire Public Library Advisory Board will be held on Monday, April 27, 2015 at 7:00 p.m. in the Evelyn Moss Room at the Cheshire Public Library, 104 Main Street, Cheshire.

Respectfully submitted,

Kathy Kirby,
Recording Secretary