



Cheshire Public Library Advisory Board

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

Regular Meeting Minutes

Date: January 25, 2016

I. Call to Order

The regular meeting of the Cheshire Public Library Advisory Board was called to order by Craig Wilson at 7:06 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

Tod Dixon

Kathy Nankin

Ramona Burkey, Library Director (ex officio)

Members absent:

Carol DiPietro, Chair

Dalena DeSena, Treasurer

Joy Hostage

Mark Hostage

Liz Linehan, Town Council Liaison

II. Approval of Minutes from October 16, 2015; November 16, 2015; and December 21, 2015:

Minutes could not be voted on due to the lack of a quorum. The Board tabled the vote on the minutes until the next meeting.

III. Treasurer's Report

No report.

IV. Communications

None.

V. **Report of the Chair** – Craig Wilson, Vice Chair

No report.

VI. **Report of the Library Director** – Ramona Burkey presented her report.

Technology

Programs and Services

Circulation for December 2015 was 31,185 items. Sunday hours are going well, particularly this past Sunday when we loaned nearly 600 items. The library closed at 10:00 a.m. this past Saturday due to the snow storm. We are very much looking forward to our South Asian Cultural Festival, which will take place in February and March, in conjunction with Artsplace. Programs will include movie screenings, cooking demonstrations, art and puppet-making workshops, concerts and much more (draft brochure was shared).

Please see our monthly calendars for a full listing of library programs and events.

Personnel

At their January 12, 2016 meeting, the Town Council approved adding 5 hours to the vacant Head of Materials Management position, bringing it to a full 35 hours per week. That position has been advertised in-house first, for bargaining unit members to apply, per the current union contract. Susan Mirmina has been promoted from Page to Library Technical Assistant (15 hours per week). Her former Page position will not be filled; we will now be down 29 staff hours from where we were in the fall of 2014. We are consolidating hours as much as possible.

Financial

The Town Council voted to accept and appropriate a \$250,000 State Library Category 2 construction grant. Once local funding is in place (the town's capital expenditure plan is usually finalized each August), we can sign a grant contract with the State Library and begin the process.

Buildings and Grounds

Public Works staff members Simon, George and Mike have done a beautiful job re-painting the railing in the lobby, and completing other maintenance tasks, as part of Public Works' annual "Winter Blitz." There is money in this year's Public Property budget for an exterior sign for the library, so I'll be meeting with a signage this week to discuss options.

Policies and Planning

Artsplace

Other

Thanks to the generosity of the Friends of the Cheshire Public Library, several staff members and I will be able to attend the bi-annual Public Library Association conference, held in Denver, Colorado in early April.

Mrs. Burkey expressed her thanks and appreciation to Mr. Wilson, who is leaving the Board after 16 years of dedicated service to this Board. Mr. Wilson described his service as a great journey – an enjoyable journey with a few challenges, but a great journey.

Mrs. Burkey also thanked Mrs. Kirby for serving as the recording clerk to the Board since 2010.

VII. Unfinished Business

Mrs. Nankin apologized for having missed the last few Board meetings due to work and family obligations.

VIII. New Business

None.

IX. Adjournment

The meeting was adjourned at 7:31 p.m.

The next regular meeting of the Cheshire Public Library Advisory Board will be held on Monday, February 22, 2016 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