

**MEETING OF LIBRARY BOARD OF DIRECTORS**

**SALEM FREE PUBLIC LIBRARY**

**MEETING TUESDAY, AUGUST 11, 2009**

**SALEM FREE PUBLIC LIBRARY**

PRESENT: Phil James, Liz Householder, Judy Rabe, Michelle Guertin, Jackie Hemond, Sharon Sanders

ABSENT: Annie Bingham, Bobbie Ziegler

CALL TO ORDER at 6:07PM by Chairman Judy Rabe

ADDITIONS TO AGENDA: None

**GENERAL PROCEEDINGS**

- Minutes for the June 9, 2009 meeting were reviewed and approved. Motion by Michelle, seconded by Judy. M/C 2-0 with 2 abstentions due to absence.
- Financial report as of August 11, 2009 was read and accepted. Motion by Michelle, seconded by Judy. M/C 2-0 with 2 abstentions due to absence.
- Correspondence – Gene Maiorano wrote asking for contact information in the event of an emergency at the library. Judy has provided her info for now and she will follow up to see if the fire department has a key to the boiler room.
- Librarian's Report by Jackie - \$46,000 in grant money has been received, \$20,000 is in an endowment fund, and the balance is being held by the Southeastern Connecticut Community Foundation for future needs. Planning for the library's 5<sup>th</sup> anniversary celebration is underway. Summer Reading is going well: good participation in reading program, but program attendance is erratic. Three new employees have been hired: Karen Sanquedolce, Kathleen Sasso, and Millie Cullen. Because school is no longer offering Homework Club after school for middle schoolers, the library is expected to be used by that demographic after school starting in September. The rugs will be cleaned over Labor Day weekend.
- Friends of Salem Library Report by Sharon – The roadside sign is in poor condition. The Friends may be willing to help cover replacement costs. The Library doesn't have any money budgeted for this cost, the Board is requesting that the Friends cover the full cost, if possible. Jackie will look through some catalogs and suggest some possibilities. Planning & Zoning has given a 5 year approval for the "Salem Reads" banner. Friends President Carl Nawrocki has presented a draft Memorandum of Agreement outlining the relationship between the Friends and the Library Board. Board members should review the document prior to discussion at the September 8, 2009 meeting. Jackie will work with the Friends to help establish appropriate plaque size in order to acknowledge the grant received from the Southeastern Connecticut Community Foundation.

## OLD BUSINESS

- Several items can be stricken from the agenda as no further action is required: Bibliomation, Bozrah status, grant, community garden.
- As noted in the Librarian's report, summer reading is going well.
- The long-term planning meeting with Chris Bradley will be set up for the September 8, 2009 Library Board meeting.

## NEW BUSINESS

- Judy handed out copies of the By-Laws. Judy and Michelle will review and make revision recommendations which will be discussed at the September 8, 2009 meeting.
- Judy handed out a rough draft of a "tickler file" to facilitate transitions as new members join the Board.

OPEN DISCUSSION: A lady from the state library board visited to give Jackie some advice on alleviating overcrowding on the shelves. She suggested putting platforms under the shelves to make the bottom shelves more accessible. She also noted that the library's magazine display is not in compliance with ADA regulations.

MOTION TO ADJOURN: Made at 7:30PM by Liz and seconded by Phil. M/C unanimously.