

MEETING OF LIBRARY BOARD OF DIRECTORS

SALEM FREE PUBLIC LIBRARY

MEETING TUESDAY, May 14, 2013

**PRESENT:** Len Giambra, Bobbie Ziegra, Michelle Guertin (arrived 6:24 PM), Mary Ann Casciano, Jackie Hemond, Sharon Sanders

**ABSENT:** Brenda Holmwood

**GUESTS:** None

**ADDITIONS TO AGENDA:** None

**PUBLIC COMMENTS:** None

**CALL TO ORDER:** 6:20 PM by Len

**GENERAL PROCEEDINGS**

- **Minutes of 4/9/2013 meeting** were reviewed and approved as amended. The motion was made by Bobbie and seconded by Maryanne. M/C 4/0.
- **Financial report of 5/14/2013** was presented by Michelle and accepted. The motion was made by Sharon and seconded by Bobbie. M/C 5/0.
- **Correspondence:** Jackie received a letter from the Friends indicating that 90 books are being donated to the library from contributions in honor of Shirley Diamond's birthday.
- **Librarian's report** was provided by Jackie. The Community Foundation of Eastern Connecticut sent its 2012 Fund Statement reporting details of the balance of previous grant money to Salem Library including investments, income, distributions and fee. Mary Ann had questions about the statement and will contact the Foundation and report back to the board. Circulation statistics are up compared to April 2012. Jackie sent a communication to Kevin asking about the possibility of a Bozrah (non-voting) liaison to the library board. The librarian summarized recent private donations to the Friends for library purposes. Summer programs, including reading, will be outlined in the June 2013 issue of Our Town. A representative of the State Library phoned Jackie to clarify receipt and internal processing of C-card grant funding. As a result of public comments about library services at the recent Town budget hearing, a reporter from The Day expressed interest in interviewing Jackie (and possibly Len).

- Len and Sharon attended an event to honor Alice Fitzpatrick at her retirement as President of the Community Foundation of Eastern Connecticut on 4/18/2013.
- The **Friends of the Library** will hold its Annual Meeting on 5/15/13 7:00 PM at the Town Hall. Mary Ann reported the recent library appreciation breakfast was a great success.

#### **OLD BUSINESS**

- **Public support of the library.** Jackie reported that patrons have asked whether or not the Town funded a children's librarian for 2013-14. Two methods of collecting information from the public about needs for library services are a written survey currently in the planning (see below) and a petition from the public.
- Plans for a **library survey** in September were discussed. The goal of the survey is to gather data from the public to determine if we are meeting our mission statement for the library. The timeline is as follows: in advance of the next board meeting (6/11/2013) submit to Len survey questions; Len will construct a survey draft for discussion and approval; on or about 8/1/2013 submit a descriptive article about the survey to Jackie; then in September the survey and descriptive article will be published in Our Town. Other methods of circulating the survey to Salem and Bozrah residents include the Town website and hard copy at the library. Jackie suggested that questions be worded from the patron's perspective. To help us construct survey items, in an email of 3/30 Mary Ann emailed us addresses for certain websites.

**NEW BUSINESS:** None

**OPEN DISCUSSION:** None

**Motion to adjourn** at 7:59 PM made by Michelle and seconded by Mary Ann.  
M/C 5/0.

Respectfully submitted,

Sharon Sanders  
Recording Secretary

**NEXT MEETING: JUNE 11, 2013 @ 6:15 PM**