

CROMWELL LIBRARY COMMISSION

Regular Meeting

Monday, September 13, 2010 @ 7:30 p.m.

Arch Room

Record of Votes and Minutes

Present: Chairman Al Dickerson, Barbara Grotheer, Margaret Colella, Marie Roberto, Martha Rennie

Also present: Eileen Branciforte, Library Director; Gerald Seagrave

1. Call to order: The meeting was called to order at 7:35 p.m. by Chairman Al Dickerson.
2. Approve/Amend Agenda: Martha Rennie moved to approve the September 13, 2010, agenda. Seconded by Marie Roberto. In favor: A. Dickerson, B. Grotheer, M. Colella, M. Roberto, M. Rennie.
3. Approval of July 12, 2010, minutes: Barbara Grotheer moved to approve the minutes of July 12 as corrected. Seconded by Margaret Colella. Correction: Under #12 the spelling of Marie Roberto's name was corrected. In favor: A. Dickerson, B. Grotheer, M. Colella, M. Roberto, M. Rennie.
4. Citizens' comments: None
 - a. Guidelines: Marie Roberto moved that citizens be allowed three (3) minutes to comment and that each citizen be allowed to comment no more than twice during this agenda time. Margaret Colella seconded. In favor: A. Dickerson, B. Grotheer, M. Colella, M. Roberto, M. Rennie.
5. Board of Selectmen's Liaison Comments: Liaison was not present; no comment.
6. Correspondence: Eileen noted some items received in the suggestion box from patrons. These included a summer reading program for adults, maintaining Wednesday morning hours throughout the year, remaining open until 9 p.m. one night per week, having a big kickoff for the summer reading program, having a media drop-off box, providing passes for the Roger Williams Zoo in Rhode Island and the Beardsley Park Zoo in Bridgeport, having mints at the front desk, having milk and cookies available. One patron volunteered to help with the library expansion project. Many of these suggestions are being investigated.
7. Reports:
 - b. Chairman: Al Dickerson attended a Board of Selectmen's meeting and spoke about the Commission's concerns regarding power outages in the Library. The problem is being addressed by the Town. He also spoke with the First Selectman regarding the need to fill the Library Technical Assistant position.
 - c. Library Director: The commission reviewed the Director's reports for July and August. There was discussion on the need for an updated and more informative website for the library. The Town does not have a full-time webmaster. Eileen will inquire as to how other towns maintain library websites. Information will be presented at the October meeting. A

- motion was made by Marie Roberto to accept the Director's reports for July and August 2010. Seconded by Margaret Colella. In favor: A. Dickerson, B. Grotheer, M. Colella, M. Roberto, M. Rennie.
- d. Finances: Eileen distributed the Library Financial Report for July 1 to August 17, 2010. Most of the money in the materials budget has been encumbered. The State Grant is now \$1600 instead of \$2000. Margaret Colella moved to accept the Financial Report. Martha Rennie seconded. In favor: A. Dickerson, B. Grotheer, M. Colella, M. Roberto, M. Rennie.
8. Old Business:
- a. Expansion progress: Avon has received State bonding for their expansion. They are a shovel-ready project. Considerable discussion was held regarding the next referendum on our Library expansion project. The First Selectman has indicated that the earliest this referendum might occur would be Fall 2011. The Town will be monitoring the State Bonding Commission activities.
 - b. Library Technical Assistant position: This position will be filled. Applications are now being accepted with a deadline of September 17.
9. New Business:
- a. Library improvements: Paperback bookshelves for the Children's Department have been ordered. Cost of a media drop-off bin is being investigated. A site for the bin is under consideration. The Library also needs an improved space for collecting book donations.
10. Miscellaneous: Lois Meltzer, Children's Librarian, is attending the Open House at E.C. Stevens School this evening to provide information on our public library services.
11. Because of the holiday on the 2nd Monday in October, the next regular meeting date is October 18, 2011.
12. Adjournment: Marie Roberto moved to adjourn at 8:47 p.m. Martha Rennie seconded. In favor: A. Dickerson, B. Grotheer, M. Colella, M. Roberto, M. Rennie.

Respectfully submitted,

Barbara Grotheer
Acting Secretary