

**Cromwell Library Commission  
Regular Meeting  
Monday, April 9, 2018  
Arch Room  
Record of Votes and Minutes**

Present: Chairman Marie Roberto, Margaret Colella, Kathy Newton, Martha Rennie, Barbara Grotheer, Diane Mongold

Absent: Al Dickerson

Also Present: Library Director Kara Canney, Gerald Seagrave, Mary Payne

1. Call to Order: The meeting was called to order by Chairman Roberto at 7:32 p.m.
2. Approve/Amend Agenda: Margaret Colella made a motion to approve the April 9, 2018 agenda; Seconded by Kathy Newton. In favor: Marie Roberto, Margaret Colella, Kathy Newton, Diane Mongold. *Motion passed.*
3. Approval of Minutes of March 12, 2018: Diane Mongold made a motion to approve the minutes as written; Seconded by Kathy Newton. In favor: Marie Roberto, Margaret Colella, Kathy Newton, Diane Mongold. *Motion passed.*
4. Town Council Liaison comments: None
5. Citizens' Comments: None
6. Reports
  - a. Chairman: Chairman Roberto stated that the March 29, 2018 Bond Commission meeting had been cancelled.
  - b. Library Director: Director Canney said that the Bond Commission meeting had been rescheduled for Friday, April 13, 2018 at 10 a.m. and the matter of the \$1M funding was on the agenda.

The Fiber meeting had been cancelled and not yet rescheduled.

Director Canney had distributed her report and the associated statistics. She noted that juvenile programming attendance had increased despite less programming. She expected an increase in library cards because of the anticipated collaboration with the schools. She also noted that they had begun tracking usage of the library's meeting room.

Barbara Grotheer arrived at 7:39 p.m.

Margaret Colella made a motion to accept the Director's Report with Statistics; Seconded by Kathy Newton. In favor: Marie Roberto, Margaret Colella, Kathy Newton, Diane Mongold. *Motion passed.*

- c. Finance Report: Diane Mongold made a motion to accept the Finance Report as written; Seconded by Kathy Newton. In favor: Marie Roberto, Margaret Colella, Kathy Newton, Barbara Grotheer, Diane Mongold. *Motion passed.*

7. Old Business: None

8. New Business:

- a. Mary Payne – Friends of the Library

Mary Payne began by stating that she had been President for the past three years. During her tenure, membership had increased from 31 members to 61. The group had previously focused on running book sales in spring and fall, but now had activities about every other month.

She reviewed their annual calendar:

January/February: CD and DVD sale and open house

April: tea social (planned for April 18, 2018)

May/June: spring book sale

July/August: focused on revamping their committees

September: fall book sale

October: Halloween event where children's books are distributed

December: winter concert

She said that they had participated in the town wide tag sale, as well as the holiday decorating and stroll put on by the Cromwell Historical Society.

Martha Rennie arrived at 7:46 p.m.

Mary Payne also stated that their book sales were on-going, that the membership forms had been revamped, the group had paid for the museum passes and half of the new logo, as well as the button machine and the giveaways at the children's programs. She believed that the group had been successful in increasing publicity for the library, as well as their own group.

Barbara Grotheer said that she had approached the Friends about hosting an event on May 4 for Josiah Belden's birthday, but because it

was “Star Wars” Day, they had decided on a small event in May, with a larger Founder’s Celebration in late February 2019.

Director Canney expressed her appreciation of the contributions made by the Friends of the Library and Chairman Roberto invited Mary Payne to attend their future meetings anytime she wanted to address the Commission.

b. Policy Review

Director Canney reviewed the current DVD Policy, which allows patrons to borrow one (1) new DVD at a time. She recommended revising the policy to allow patrons to borrow three (3) new DVDs at a time. There was a brief discussion regarding the status of circulation.

Marie Roberto made a motion to revise the DVD policy to allow for patrons to borrow three (3) new DVDs at a time; Seconded by Martha Rennie. In favor: Marie Roberto, Margaret Colella, Kathy Newton, Barbara Grotheer, Diane Mongold, Martha Rennie. *Motion passed.*

Chairman Roberto said that they would follow this procedure for future policy reviews: getting the proposed change ahead of time to allow for review, discussion at the meeting, and then conducting a vote.

c. Hoopla Demo

Director Canney passed around several Vox brand books. These are nonfiction and contain an audio narration feature. She also passed around several BookPacks, which come with a book as well as an audio player, which attaches to headphones to allow for a private reading experience. She said these were good for struggling readers. Director Canney then passed around a Launchpad. This is a tablet that does not connect to the Internet and contains themed educational materials.

Marie Roberto complimented these additions, saying that it would be good for the community to see these new products.

Director Canney gave a demonstration of Hoopla, which is an online database for borrowing books, movies, albums, graphic novels, and TV programming. She showed how to download the app, how to create an individual account, and how to search for your library. After you enter your library card number, you can then search for your materials. Patrons are allowed to borrow up to four items per month

and the materials are available instantly. Items cost between \$0.50 and \$3.00, and the library's account will be prepaid each month, with fees drawn down as items are borrowed. The program was launched April 2, 2018, so statistics on patron usage, cost, and items borrowed will be available next month.

Gerald Seagrave arrived at 8:14 p.m.

9. Other: None

10. Next regular meeting date: May 14, 2018

11. Adjournment: Barbara Grotheer made a motion to adjourn the meeting at 8:17 p.m.; Seconded by Kathy Newton. In favor: Marie Roberto, Margaret Colella, Kathy Newton, Barbara Grotheer, Martha Rennie, Diane Mongold.  
*Motion passed.*

Respectfully submitted,



Julie C. Petrella  
Recording Clerk