

**Cromwell Library Commission
Regular Meeting
Monday February 12, 2018
Arch Room
Record of Votes and Minutes**

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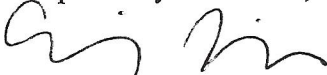
Present: Chairman Marie Roberto, Margaret Colella, Kathy Newton, Martha Rennie, Al Dickerson
Absent: Barbara Grotheer, Diane Mongold
Also Present: Gerald Seagrave, Kara Canney (Library Director)

1. The meeting was called to order at 7:33 P.M. by Chairman Marie Roberto.
2. Approve/Amend Agenda – Margaret Colella moved to approve the February 12, 2018 agenda. Seconded by Martha Rennie. In favor: Marie Roberto, Kathy Newton, Al Dickerson, Margaret Colella, Martha Rennie.
3. Approval of Minutes of January 8, 2018 – Kathy Newton moved to approve the minutes of January 8, 2018 as amended. Seconded by Al Dickerson. The following amendment was made: page 2 item 6 should read Diane made a motion to accept the statistics report. In favor: Marie Roberto, Kathy Newton, Al Dickerson. Margaret Colella and Martha Rennie abstained.
4. Town Council Liaison Comments – None
5. Citizen's Comments – Gerald Seagrave mentioned that the Connecticut Library Consortium conference is in April. Registration is open, it will be in Danbury, and early bird registration ends on March 16.
 - a. Correspondence-Association of Connecticut Library Boards membership letter – Marie asked for thoughts on whether the Library Commission should renew membership. She has not received anything from them and the letter from them was sent to the Director of the library. Marie and Martha say the Commission had membership years ago, then lapsed for a while, then joined again last year. Kara can find out how many other boards and commissions are members and what it means to be a member. Gerald says ACLB does a workshop and sends a member to the Connecticut Library Association. Al reads the letter and says that commission members can sign up for a listserv ACLB maintains. Martha mentioned that they offer a scholarship for a library school student. Marie asked if anyone wants to be the official liaison. Martha and Kathy said no, no one volunteered. Marie asked again what thoughts are on renewing. The general consensus was to renew. Kara asked for commission members to send her an email if they do not want their email address to be added to the listserv.
6. Reports
 - a. Chairman – Marie reported that Barbara, Al, and Kathy's terms are up this month. She has spoken with the mayor and sent an email to Barbara, Al, and Kathy about interest in continuing on the commission. She forwarded the information of those interested to the mayor. The information is going to Town Council on Wednesday February 14, 2018 and they should be receiving letters from Mayor Faienza. Marie thanked everyone for the effort expended at the town meeting regarding the

renovation, expansion, and grant. She was happy to see the number of people who came out to support the library.

- b. Library Director – Kara received an email from Tom Newman saying that we did not make the agenda for the February vote for bonding. The only libraries who made it were those who submitted in December. This means the schedule for the architects and breaking ground will be pushed off. The new copier/scanner/fax machine will be delivered on February 26, 2018. All of the new computers have been installed and patrons seem happy. There was an incident in the library several days ago and Kara was glad the commission policy was in place for this situation and found it to be relevant and helpful. She suggested that in the future she will bring policies one at a time to meetings to be updated so as to not update them all at once. Marie agreed and says Kara will be the determining factor for what needs to be updated. Marie asked about Blind Date with a Book. Kara said it is going very well. The library staff is in the process of covering more books and patrons love it. Martha, Margaret, and Kathy mentioned that they love the newsletter and Marie said that communication with the community is really improving. Kara said that the library Facebook is exploding and has become more relevant and clear. She said that Emily and Emma have a calendar about what to post and that the library will make sure to keep the logo on everything to ensure branding for when posts get shared. The logo is also on paper receipts that get printed for patrons thanks to Seth. Kara said that the statistics are really good and have gone up. She spoke to the town manager about her goal of increasing the number of people from town who have a library card. She is going to work hard to make sure all of the students in town get library cards and teachers are working hard to utilize library databases. Kathy Newton made a motion to accept the Director's Report. Seconded by Martha Rennie. In favor: Marie Roberto, Kathy Newton, Martha Rennie, Al Dickerson, Margaret Colella.
 - c. Finance Report – Funds from capital expenses were transferred to programming and materials. These were the funds to purchase a copier that will be leased. Kara said the library is getting Hoopla which is digital downloads similar to Overdrive but without holds. Kara said the library will allow patrons to take out 4 items per month with Hoopla which is not a lot but she wants to be careful that not too much money is spent. She said that it will be better to start with a minimal number of holds and raise that instead of starting with a large number and minimize it later. Margaret Colella made a motion to accept the Finance Report. Seconded by Martha Rennie. In favor: Marie Roberto, Al Dickerson, Kathy Newton.
- 7. Old Business – None
 - 8. New Business – None
 - 9. Other – Martha agreed with the idea of revising and updating policies one at a time. Kara said it hasn't been done since 2006.
 - 10. Next regular meeting date: March 12, 2018
 - 11. Adjournment – Martha Rennie moved to adjourn at 8:04 P.M. Seconded by Kathy Newton. In favor: Kathy Newton, Martha Rennie, Marie Roberto, Al Dickerson, Margaret Colella.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Emily Mills', written in a cursive style.

Emily Mills

Library Commission Clerk (Substitute)