

Derby Public Library

Board of Director's Meeting

Wednesday January 18, 2017

1. Ms. Gleason, Board President, called the meeting to order at 6:32pm. All stood for the Pledge of Allegiance and a moment of silence for recently deceased member, Lillian Comboni.

2. Roll Call: Present- Ms. Gleason, Ms. Barry, Ms. Fallon, Ms. Cecarelli, Ms. Kopchik and Ms. Williams, Library Director. Absent with notice: Ms. Stankye, Mr. Foley and Ms. Monaco.

3. Ms. Kopchik moved to accept the Agenda as written and Ms. Cecarelli seconded. All were in favor.

4. Public portion was closed.

5. Ms. Fallon moved to accept the minutes of the November 15, 2016 meeting. Ms. Kopchik seconded the motion and all were in favor.

6. Old Business

a. Mr. Stankye's portrait is complete and will be delivered on Friday. Jaime Cohen is framing the portrait of his mother, Jane Cohen, and the Board will add a plaque to the portrait.

b. Negotiations are complete but the staff and Aldermen have yet to sign-off on the contract.

7. New Business

a. Director's Report:

Ms. Williams shared meeting/workshop attendance, adult programs, budget, account balances and statistics.

Department reports were also shared.

Ms. Williams spoke about the Valley Council of Health and Human Services Annual meeting.

Ms. Williams received a Thank You from TEAM, Inc. for the donation of \$445 and the gifts garnered from the boxes left in the Library.

The Library has a new Mobile Printing Service.

A picture was donated to the Library by Kathy Gruttadauria in memory of her late husband, Joe, who worked for the City.

The tree work was done and looks very nice.

A new service proposal for the State Construction Grant was received by Silver/Petruceli Associates. Bids should be in by April and, hopefully, work will begin in May.

The Fiber Connection Grant money was sent electronically to the city account. As soon as payment is received work will be scheduled.

A grant was received from the Kaplan Family Fund with The Valley Community Foundation.

Annual distributions were received from the Edward J. and Marie M. Book Fund and the Harold B. Yudkin Preservation Fund. Some of the latter money may be needed to supplement the State Construction Grant.

2016/2017 budget was shared.

Per a letter from the Tax Board, the 2017/2018 budget proposal needs to be to the city by March 31, 2017. Meetings on the budget in the city will be in May 2017. The Board thanks Ms. Williams for her good management of the budget and use of endowments to supplement.

We will not join the Great Give 2017 this year. Instead, we will have a collection of donations during National Library Week. Fliers will be placed in the Library and sent to past donors.

A new member is needed for the Board due to Ms. Comboni's death. Members are asked to see if they know of anyone interested.

A draft of a new Lockdown Policy was distributed. Ms. Williams is waiting for input from the Derby Police Department. Policies pertaining to Volunteer/Community Service, Exam Proctoring, Public Posting, Tutors, and Patron Complaints were also distributed. They will be discussed at the February meeting.

b. There was a discussion as to what should be done for Ms. Comboni. Some members favored a portrait, others thought a bench for the front lawn with a plaque would be more to what Lillian would have liked. A decision will be made at the February

meeting. It was suggested that a plaque with the names of former Board members be placed in the Library. Discussion and decision were tabled until the February meeting

c. A calendar for the 2017 Library Board meetings was presented by Ms. Williams. Ms. Cecarelli moved to accept the calendar and Ms. Barry seconded. All were in favor.

8. Executive session was not needed.

9. Adjournment – Ms. Kopchik moved to adjourn at 7:58pm. Ms. Cecarelli seconded and all were in favor.

Minutes are not official until approved at the next meeting.

Respectfully submitted by Ms. Barry, Secretary