

DERBY PUBLIC LIBRARY  
BOARD OF DIRECTOR'S MEETING

Wednesday March 16, 2016

1. Ms. Gleason, Board President, called the meeting to order at 6:30 pm. All stood for the Pledge of Allegiance. Ms. Gleason asked for a moment of silence for the passing of Marie Kopjanski, a long time former Library Board member and Ms. Comboni's sister-in-law.

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

3. Ms. Cecarelli moved to adopt the Agenda as written. Ms. Fallon seconded and all were in favor.

4. The Public Portion was closed.

5. Ms. Stankye moved to approve the February 17, 2016 minutes. Mr. Foley seconded and all were in favor.

6. Old Business

a. Ms. Williams called the artist, Jeanne Ciravolo, about doing two portraits. She will be available after May. The price for two will be approximately \$2,000. Ms. Stankye spoke with Jaime Cohen and he will get back to her after talking with the family.

b. Ms. Williams composed a letter for the Board members to send out for the "Great Give 2016". Each member took ten letters and will prepare to send them out in the middle of April as a reminder of the Great Give's opportunity to support the Library.

7. New Business

a. Director's Report –

1. Ms. Williams updated the Board on the latest budget information from the State Library.

2. Ms. Williams passed out copies of the 2016/2017 Library Budget Proposal and the 2016/2017 Library Capital Planning Requests which were submitted to the Finance Office at the end of February.

3. At the request of Ms. Williams, Detective Edward Sullivan from the Derby Police Department visited the Library on February 23 to assess the security measures in place and give suggestions. Detective Sullivan rated the Library far ahead of what many buildings are in need of, but did suggest a few further security measures items in his report. Ms. Williams has discussed these items with Alert Alarms and the Library custodians.

4. Also at the request of Ms. Williams, Deb Zotti, Sr. Risk Control Specialist from PMA Companies conducted a safety walk-through of the building on February 24. While she commented that the building was well kept up, she documented some items that need attention. These items are easily fixable and will be addressed.

5. Ms. Williams will be sending a letter to the Board of Alderman concerning the disposal of obsolete computers.

6. The 2015/2016 budget update was shared.

7. Circulation and program statistics, meetings attended, and account balances were shared.

8. The Board voiced their appreciation for the more detailed department reports and thanked all involved.

## 8. Adjournment

Ms. Cecarelli moved to adjourn at 7:40 pm. Ms. Fallon seconded and all were in favor.

Minutes are not official until approved at the next meeting.

Respectfully submitted by Ms. Barry, Secretary