

TOWN OF GRANBY
Granby Library Board Meeting NOTES
November 14, 2011
held at Granby Public Library

Call to order: A quorum was not present. Discussion began at 7:10 p.m.

Members present: Chairman Lynn Lochhead, Judy Goff, Jennifer Pizzanello, and Dick Lydon

Excused: Carol Bressor and Judy Guarco

Absent: Shawn Ball, Bob Donna, and Pam Jones

Staff: Joan Fox

Review of Agenda

No additions.

Minutes

Approval of the Minutes from the meeting on October 17, 2011 has been tabled to the December meeting.

Public Comment

None.

Director's Report:

<u>Statistics for October</u>	<u>Granby</u>	<u>Cossitt</u>	<u>Total</u>
Circulation	8,900	950	9,850
Programs/attendance	23/328	5/43	28/371
Interlibrary Loans - Loaned:	201	Borrowed: 95	
Connecticard	-1,693		

Funds received from lost books (quarterly report): N/A

Library activities reported by Joan Fox:

- Ms. Fox stated online resources continue to be popular and are being utilized. Universal class - 24 new students, BookFlix - 227 uses, Mango - 19 uses, Ancestry.com - 1,183 uses and Overdrive - 551 items (includes 463 Gutenberg uses). Learning Express/Job Accelerator is up and running. Value Line and Culturegrams will be next.
- On November 18th, five staff members will be attending the CLASS conference.
- The Computer Tutor has two to three people asking questions while she is at the Library on Thursdays, from 3 to 5 p.m.
- Callista Platt is hosting a Health and Wellness event on Saturday, December 17th from 10 to 3 p.m. at the Senior Center. She has asked for library participation. There will be a table display. Teen library card sign up will be offered. Staff is needed and some volunteer help for a few hours to cover the time slot.
- Children's programs are being worked on for December and January in order to make certain that activities are offered after Evie Caranchini's retirement and until a new Children's Librarian can be hired.

Granby Public Library Walkthrough: An actual walkthrough was not done, but building issues were discussed. Miscellaneous ceiling tiles need to be replaced throughout the building. There are some tiles around the vents that are very dirty. J. Fox commented that these areas have been cleaned in the past, but it doesn't last for too long. Cleaning from the attic side is preferable, but the areas are hard to access. The men's room has had work done this past year. Some of the carpets are in need of cleaning or possibly replacement.

Old Business

Cossitt Sign: Chairman Lochhead showed revisions of the Cossitt sign. The town will set the posts into the ground for the sign, once a decision is made as to the design. This might have to wait until the spring. It was noted that the sign would not be made of wood, but of HDU PVC material. The height of the sign was questioned and it looks like more details are needed in this area. The price quote for the sign is much higher than originally anticipated. There are a couple of options to be reviewed, regarding donations, to make up the difference. Whereas a decision regarding the sign details will need to be voted on and there is no quorum present tonight, this matter will be addressed at the December meeting.

New Internet connection and how it may require policy clarification – This is still being worked on.

State Grant - Next Steps: Donna Wix has been hired for this project and has already started. She will be working with Survey Monkey to survey parents, students, and school administration and staff. Students will need parental permission to complete the survey. This should be complete by the end of the year, but might require a two-week extension due to setbacks resulting from the recent storm.

Long Range Plan: The next meeting is Monday, November 21st and will cover facilities. The December 19th meeting will cover Alternate Fund Raising. The October meeting reviewed technology. Rhonda Gilbert attended this meeting. There is a definite need for at least a half-time technology person at the library. One thought discussed was that with the upcoming staffing changes (Director and Children's Librarian), maybe there would be funding available to hire someone. Dates were reviewed including a completion date of the Long Range Plan by June 2012 and presentation to the Board of Selectmen in the fall of 2012. Maybe a presentation should be made to the Board of Selectmen regarding the 2012 expectations – an interim report. Chairman Lochhead will speak with Town Manager Smith about this.

Books in recognition of former Board members Marty Council have been purchased and were shared with the Board members.

2012 Reappointments: Carol Bressor, Dick Lydon, and Judy Guarco are up for reappointment in January 2012. C. Bressor and Dick Lydon have contacted their Town Committee Chairmen. Chairman Lochhead will speak with Judy Guarco.

New Business

Chairman Lochhead stated Evie Caranchini's last day of work would be December 15th. A reception will be held at the library from 2 to 5 p.m. that day, so people can drop in. J. Goff will order a cake and will bring lemonade. D. Lydon will bring cookies. J. Pizzanello will bring a fruit platter. L. Lochhead will bring plates, napkins, cups and balloons. J. Fox stated there are special event funds available for this event. She reminded everyone to keep their receipts.

ACLB Conference – Chairman Lochhead attended this conference and said it was great. Statistics, how libraries have changed, and how important technology is were some of the topics discussed. Chairman Lochhead will report further on this conference at the December meeting.

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The next regular meeting will be Monday, December 12, 2011, 7:00 p.m. at Granby Public Library.

Adjournment

The meeting ended at 8:25 p.m.

Respectfully submitted,

Susan Christian
Recording Secretary