

TOWN OF GRANBY
Granby Library Board Meeting
December 12, 2011
held at Granby Public Library

Call to order: A quorum was present and the meeting was called to order at 7:05 p.m.

Members present: Chairman Lynn Lochhead, Dick Lydon, Pam Jones, Carol Bressor, Jennifer Pizzanello, Bob Donna, and Judy Guarco

Excused: S. Ball and J. Goff

Staff: Joan Fox

Chairman Lochhead asked the Board if they wanted to walk through the Library. No one seemed to think it was necessary. J. Fox contacted Public Works regarding the comments made at the last meeting regarding some necessary repairs. New ceiling tiles have been ordered. No news on the black marks around the vents. C. Bressor asked if the magazine carousels could be oiled, whereas they squeak when turned.

Review of Agenda

Under New Business add:

- Dinner for retiring Library Director
- Budget

Minutes

The Board reviewed the meeting minutes of October 17, 2011. One correction was made, that being Bob Donna had an excused absence.

ON A MOTION by J. Pizzanello, seconded by J. Guarco, the Board voted (7-0-0) to approve the minutes of the meeting of October 17, 2011 with one correction, as noted.

The Notes from the November meeting (no quorum) were also reviewed.

Public Comment

None.

Director's Report:

<u>Statistics for November</u>	<u>Granby</u>	<u>Cossitt</u>	<u>Total</u>
Circulation	9,335	872	10,207
Programs/attendance	10/139	2/11	12/150
Interlibrary Loans - Loaned: 69		Borrowed: 139	
Connecticard -1,852			

Funds received from lost books (quarterly report): n/a

Library activities reported by Joan Fox:

- Lookie Lookie! Here Comes Cookie – a cookie-decorating program is Sunday, January 8, 2012 for children 8 and older.
- Let it Snow, Let it Snow – paper snowflake program for children 3 and older, January 12, 2012.
- The Friends will again host a program on disorganization and it has been asked that an Acupressure program be done again.
- J. Fox has completed the required report for the project Matt Burch worked on. She went over budget by \$44.
- The library is now on FaceBook.

- Online resources - Universal class - 8 new students, BookFlix - 85 uses, Mango - 19 uses, Ancestry.com - 325 uses and Overdrive - 10 items (includes Gutenberg uses). Value Line and CultureGrams are now activated. It has remote access and three can use it simultaneously. Value Line is a stock analysis site.
- Some of the Library staff recently attended a conference in Hartford.

Old Business

Cossitt Sign: Chairman Lochhead showed another revision of the Cossitt sign. No drawing, just lettering. There are three different mounting options and the price ranges from \$245 to \$545. The estimated cost of the sign is \$1,200 and an additional \$295 for the hanging, hours sign. Maybe instead of having the hours displayed on this sign, they could be put on the front stair railing and on the back door of the building.

Chairman Lochhead mentioned that the town is looking into purchasing the property next to Cossitt Library. It could be used for parking and possibly a septic system.

New Internet connection: table to January 2012.

Status on State Grant Work: Donna Wix reported to J. Fox that surveys have been initiated with the school and survey information will have to be compiled once the survey ends. Focus Groups may be set up, depending on survey information.

Long Range Plan: facilities were discussed at the November meeting. J. Pizzanello shared with the Board what was discussed. One thought is that maybe a reconfiguration of library space would be more agreeable to residents, as opposed to a library expansion. It seems that meeting rooms are lacking. Next Long Range Plan Meeting is December 19th. Alternate Funding will be discussed.

ACLB Conference: It was reported to be a good conference. Technology and constant change were discussed

Books: L. Blessis has been contacted to see what kind of books she likes. J. Fox shared a note of thanks from M. Council for the books purchased in his name.

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. J. Guarco will also be reappointed.

Evie's Retirement – Chairman Lochhead reviewed who is bringing what on Thursday, December 15th for Evie's party. Everything should be there by 1:30 p.m.

New Business

The Library Board made dinner plans with retiring Director, Joan Fox.

Budget: J. Fox distributed the Preliminary Budget Calendar. She shared information comparing Granby to other towns, using certain systems in the library. Granby's choices seem to be good. A dedicated technology person – it was asked if there is a chance that could be included in the budget. J. Fox responded that a F/T person could cost as much as \$70,000/year in salary. Maybe it would be prudent to re-look at job descriptions and re-evaluate these. Possibly using P/T personnel to help with certain things would be helpful. J. Fox provided a budget worksheet noting changes from last year to this year. Automation has a big increase for databases. BookFlix is up for renewal; some financial help comes from the Friends group for this.

J. Fox reported that 20 applications have been received for the Director of Library Services job. Interviews will take place in early January 2012.

Chairman Lochhead suggested the possibility of someone else stepping in to the Chairman position starting in January 2012. She has served as Chairman for many years and would like to give someone else the opportunity, should they have an interest.

The next regular meeting will be Monday, January 9, 2012, 7:00 p.m. at Granby Public Library.

Adjournment

ON A MOTION by J. Guarco, seconded by J. Pizzanello, the Board voted unanimously (7-0-0) to adjourn the meeting at 8:12 p.m.

Respectfully submitted,

Susan Christian
Recording Secretary