

## **Library Advisory Committee**

### **Minutes**

#### **June 19th, 2012, Library Conference Room**

The meeting was called to order by Florence Mannion at 7:35 p.m. The Statement of Compliance was then read by Florence.

#### **Attendance**

The following members were present: Florence Mannion, Larry LaRonde, Allan Igo, Elizabeth Havrilla, Mike Giordano, Barbara Kreder, Sue Feibush

Staff Members present: Lauren Ryan, Keith McCoy, Jessica Trujillo

Excused:

Absent: Elizabeth Okereke (Student Representative), Pat Stabile, Ruth DeBang, Hope Blecher

#### **Chairperson's report**

Florence Mannion announced that Michael Peabody successfully finished his Eagle Scout project on library grounds.

#### **Secretary's Report**

The minutes were then presented, as distributed after the March Meeting. Larry LaRonde moved to accept the minutes which was seconded by Sue Feibush. All present voted in favor.

#### **Treasurer's Report**

A copy of this report will be placed on file for audit.

An accounting of account balances and activity was distributed via email prior to the meeting.

#### **County Report**

Keith McCoy announced that Manville Library will be joining our system effective July 2<sup>nd</sup>, at that time payroll and collection development will be taken over by SCLS. Manville will close for two weeks at the end of August and officially reopen as an SCLS library on September 5<sup>th</sup>. A grand re-opening is planned for October.

The Union Contract has been passed.

SCLS is revisiting Internet policies, the procedures have been revised and staff will be trained on how to implement the new procedures.

The library foundation board convened for the first time this week. Evelyn Silverstein, retired chairperson of the commission, will be the new president. Patrick Scaglione, treasurer, and Allan Igo Vice President. Incorporation papers need to be filed and this fall a bank account will be opened.

SCLS will begin a new museum pass program in July.

### **Branch Director's Report**

Lauren asked that the advisory board approve up to \$640 to install locks downstairs on the doors closest to the meeting room. Larry LaRonde moved to accept this proposal and Allan Igo seconded.

Once again the library has partnered with the school district to distribute summer reading books.

Lauren and Jessica Trujillo are now notaries. This brings the total number of notaries at the library to four. Selwa Shamy is working on getting her paperwork.

Alana Danois was promoted from part time to full time to replace Mary Anne Luckenbach.

Melissa Meola, full time children's librarian, will be taking maternity leave next month. Lauren plans to take maternity leave at the end of the year.

Lauren is working on putting together the museum pass program for SCLS. The advisory board was thanked for advancing the needed funds for the program. Each branch will have a set of passes for six different museums.

The council approved the capital bond project. Money from this will go toward new flooring for the stairs and all of the children's room and offices.

### **Old Business**

None.

### **New Business**

Jessica Trujillo asked the board for approximately 42k from the advisory bank account to replace a circulation desk, redesign the room, and add new furniture. The board asked her to revisit her proposal and reduce the amount requested in half. Jessica will look at her proposal and decide what needs to get done right away and what can get done as time goes on.

### **Good of the Order**

A reminder that the next scheduled meeting will be September 18th, 2012 at 7:30 p.m.

Motion to adjourn was made by Larry LaRonde and seconded by Florence Mannion. All voted in favor, and the meeting was adjourned at 8:25 p.m.

Submitted by,

Allan Igo

Secretary/Treasurer