

**Bentley Memorial Library Board
Regular Meeting
Tuesday, August 13, 2013
206 Bolton Center Road, Bolton, CT.**

Present at the regular meeting were Chair, Rebecca Holliman and board members Jean Ames, Kelly Goldsnider, Dot Neil, Dorothy Rose, Library Director, Liz Thornton and Administrative Officer, Joyce Stille.

Ms. Holliman called the regular meeting to order at 4:00PM.

1. Approve minutes of the Regular Meeting June 11, 2013:

A motion was made by Ms. Neil, seconded by Ms. Ames to approve the minutes with the following change: The next meeting is August 13, 2013 at 4:00PM. Motion passed unanimously.

2. Correspondence:

A copy of an email received from Tara Latawic of Manchester, Connecticut thanking the Connecticut Humanities Counsel for the sponsoring the book discussions on “Bridging Divides” and Bentley Memorial Library for hosting the program.

3. Director’s Report:

Ms. Thornton distributed the following materials to the group:

- June and July 2013 Statistical Report and current Library Budget showing year-to-date expenditures as of 7/2/13 and 8/1/13.
- An email from Amy Terlaga of Bibliomation, Inc. showing the quantity of OverDrive audiobook titles, OverDrive audiobook copies, OverDrive eBook titles and OverDrive eBook titles available to patrons.
- Information on 2013 Trustee Leadership Conference, Exploring the Role of Technology, a conference Association of Connecticut Library Board is offering library board members on October 25, 2013.

Old Business:

A. Staff Positions Available:

Library Page, Jeff Kelly, has resigned. He is a licensed massage therapist and moving to North Carolina. Ms. Thornton reported the library staff is doing their best to keep up with the shelving. Ms. Thornton is waiting on two applications for the page position. Mrs. Vannesse Rowe will retire at the end of August after 26 years of service at Bentley Memorial Library. Mrs. Rowe’s retirement lunch will take place at Bentley Memorial Library on Friday, August 16, 2013 at 1:00 p.m. Friends of the Library will pay for the food at the lunch. Ms. Thornton informed the library board that a current staff member is interested in Ms. Rowe’s position as cataloger.

B. Summer Reading Program Update:

Ms. Thornton spoke with Principal Grande regarding her concern about the middle school summer reading books. They plan to meet in the fall to discuss next summer’s

reading program and having the necessary books available to students. Ms. Thornton informed the library board summer programs were very well attended. Remaining summer programs are: Lutz Museum presents “Wiggly Worms”, August 20-11:00 a.m. - Back to School Bus Ride and Stories and August 22-7 p.m. – Little Princes: One Man’s Promise to Bring Home the Lost Children of Nepal: a novel by Conor Grennan. The computer class tomorrow night, Buying&Selling on the Internet with Scott McCue, registration is full.

5. New Business:

A. New End Panels:

Ms. Thornton ordered new end panels for the adult nonfiction section, which should be installed next week.

B. Shelving:

Ms. Thornton reported Ray Boyd has shelving not being used by the high school. Mr. Boyd will assemble the shelving at Bentley Memorial Library which will be used for audiobooks on cd.

C. Building & Grounds Update:

Ms. Thornton asked John to dispose a pile of bricks on the grounds as they pose a hazard and a number of woodpecker holes in the building.

D. Computer Equipment Update:

Ms. Thornton reported trouble with one of the public access computer, the hard drive is no longer working. Tech support is looking into options as well as an error message that is appearing on one of the stand-up computers in the library. The library router was replaced because the building was hit by lighting. Ms. Stille is pursuing SEN fiber optic in the future.

E. Library Budget/Retirement:

Ms. Thornton was informed by Ms. Stille that Bentley Memorial Library is responsible half of Ms. Rowe’s retirement. This amount is to be deducted from various Bentley Memorial budget lines. At the end of the budget year Ms. Stille will review town budget, if there are funds available Bentley Memorial Library will be reimbursed for retirement.

Adjournment: A motion was made by Ms. Holliman, seconded by Ms. Goldsnider to adjourn the meeting at 4:40PM.

The next meeting is September 10, 2013 at 4:00PM.

Respectfully Submitted,

Kelly Goldsnider

Kelly Goldsnider
Bentley Memorial Library Board Secretary

Please refer to minutes of subsequent meeting for any addition or correction to these minutes.