

**Bentley Memorial Library Board
Regular Meeting
Tuesday, May 13, 2014
206 Bolton Center Road, Bolton, CT.**

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

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

1. Approve minutes of the Regular Meeting March 25, 2014:

A motion was made by Ms. Holliman, seconded by Ms. Goldsnider to approve the minutes as presented. Motion passed with Ms. Ames, Ms. Holliman, Ms. Neil, Ms. Nowak and Ms. Rose abstaining.

2. Correspondence: Nothing

3. Director's Report:

Ms. Thornton distributed March and April 2014 Statistical Reports. Ms. Thornton informed board a new library pass to Imagine Nation Museum in Bristol and a new subscription to Beat of the Street, information regarding Greater Hartford Region's homeless were purchased. Recently there are a lot of problems with the computers, especially on Monday – Alain is well aware of the problem.

4. New Business:

A. Fire Chief Visit: Mr. Bruce Dickson visited the library to discuss fire safety, 911 protocols and tested fire alarms. He will return this summer giving library staff the opportunity to shoot off the fire extinguishers. Staff was instructed unless a fire was contained in a waste basket, the best plan is to evacuate the building and wait outside by the gazebo. A meeting with the resident state trooper, Officer Contenta is scheduled this Wednesday at 3pm to discuss staff safety in the library.

B. School Library Card Sign-Up Day: Bolton High School's Library Media Specialist Claire Fazzina invited Bentley Memorial Library, Saxton B Little Library and Hartford Public Library to participate in School Library Card Sign –Up Day. Ms. Stanley represented Bentley Memorial Library. Students were encouraged to return overdue books by waiving late fees and for a cupcake renew/replace their library card or sign up for a library card. Thirty-eight cards were renewed or replaced and thirteen new cards were issued. Ms. Thornton felt the fall would be a great time to do this again so students have a library card for the school year.

C. Mr. Lyon's Quote on Furniture: Ms. Thornton requested a quote from Mr. Lyons to replace Ms. Murphy's desk and install a panel by the brick. Ms. Thornton also requested a proposal to finish up the end panels and miscellaneous library projects.

D. Email Blast for Community Information: Ms. Thornton signed up staff for community information; this is not meant for emergencies.

E. Bibliomation Odyssey Visit: Bibliomation is visiting all libraries in the network, interviewing staff and looking for feedback.

F. Summer Reading 2014: Ms. Thornton and staff are discussing this year's summer reading program, Fizz-Bang- Boom Read 2014 and considering different incentives to encourage readers and looking at different options. Bolton High School has agreed to convert Nutmeg Books from Bolton Center School, so the books are available at Bentley Memorial Library over the summer.

5. Old Business: Ms. Thornton updated the library board on the following:

A. Update on Connecticard Policies: Information was received from Connecticard regarding unusual questions, such as not honoring keychain cards at some libraries because there is no signature or expiration date.

B. Page Reviews: Amanda and Max are both doing well.

C. Community Center Update: Ms. Holliman met with Ms. Stille regarding the community center. Ms. Holliman asked for an addendum to the Vibrant Community proposal to add the library and was told by Ms. Stille that nothing was revisited or added to the proposal.

D. Brownie Troop Collection: Collection of blankets and towels for Bolton Vet went very well. Food was also collected for the Humane Society food pantry.

E. Audio Book Shelving Update: More shelving will be available once the last wood cabinet is swapped out with the metal shelving.

F. Program Updates: Roughly forty people attended Linda Maselli Richardson's poetry reading on May 1, 2014. Upcoming programs include: storytime Going Buggy 5/13, 5/20, 5/27 and 6/3/14 as well as an Amphibian and Reptiles Program on 5/29/14. A new display available to patrons is a collection of adult books available on Play Aways borrowed from State Library Resource Centers.

G. Safety Committee Update: Ms. Tracy Verrastro is the new Chairman of the Safety Committee, Ms. Thornton decided to step down as Chairman after many years of service. Rita from Eastern Highland Health Department discussed a new program for children, 95210. Ms. Thornton distributed 95210 information sheets to Library board members.

H. Lawn Sign: A lawn sign was purchased with Vann Rowe's donation; this will be used to announce programs.

Adjournment: A motion was made by Ms. Ames, seconded by Ms. Neil to adjourn the meeting at 5:25PM.

The next meeting is June 10, 2014 at 4:00 PM.

Respectfully Submitted,

Kelly Goldsnider
Bentley Memorial Library Board Secretary

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

