

**Bentley Memorial Library Board
Regular Meeting
Tuesday, November 13, 2012
206 Bolton Center Road, Bolton, CT.**

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

Ms. Holliman called the meeting to order at 4:15PM.

1. Minutes of the Regular Meeting October 9, 2012:

A motion was made by Ms. Neil, seconded by Ms. Rose to approve the minutes as presented.

2. Director's Report:

Ms. Thornton distributed Bentley Memorial Library 2012 Holiday Schedule and Bentley Memorial Library Statistical Reports for September and October 2012 to board members for their information.

3. Correspondence:

None

4. Old Business:

- A. A. Slatwall:** Ms. Thornton informed the board that slatwall in children's area was installed upside down, new slatwall was installed and she was pleased with the service.
- B. Flu Shots:** Flu Shots were offered to town employees at the senior center.
- C. Blood-borne Pathogens:** Face masks were received for the first aid boxes.
- D. Page:** Ms. Thornton reported that India resigned and Jeff is covering page hours.
- E. Upcoming Programs:** Fall Storytime, Computer Workshops, Sweets for Seniors and Holiday Storytime.
- F. Unattended Child Policy:** A motion was made Ms. Nowak, seconded by Ms. Busque to accept Bentley Memorial Library Unattended Child Policy as presented.

5. New Business:

Ms. Thornton reported the following:

- A. Five Year Plan:** Submitted to meet 11/8/12 deadline, copier was put in as a placeholder for five year capital expense.
- B. Budget:** Not submitted. As far as Ms. Thornton knows, there is no increase; per union agreement salary will increase. Library Board agreed to increase book budget and equipment lines.
- C. Download Statistics:** Audio & eBook Statistics were distributed to the Board.
- D. Library Study:** New York Times article dated 10/22/12 *Young People Frequent Libraries, Study Finds* by Christine Haughney distributed to board.

- E. Connecticut Statistics:** Distributed to board.
- F. Google book scanning:** Article shared with board.
- G. Annual Report** for state and town submitted.
- H. Family Movies Display:** Well received, new, movies appropriate for family viewing were moved from adult DVD section to family movies marked with a green dot. DVD's are stored in case for easier check out.
- I. CCM Conference:** Ms. Thornton attended CCM Conference at the Convention Center in Hartford. The conference was attended by different town representatives and included topics such as cooperative networking with town departments and how to reach out to your residents electronically with tools like Facebook, Twitter and blogs. Ms. Thornton thought it was an informative conference and would love to go again.
- J. Meet and Greet with new BCS Librarian:** Ms. Thornton and Ms. Dana attended a tea hosted by Bolton High School Library Media Specialist Claire Fazzina for new BCS Library Media Specialist Jennifer Vesce.
- K. Read-a-Thon:** Meeting with Read-a-Thon committee to reconnect with Bolton Center School helping with kick off to promote the event in February.
- L. Five Day Holds:** Bibliomation changed hold period from seven to five days.
- M. Shelving (Ray Boyd):** Mr. Boyd who is in charge of maintenance at BCS and BHS is a great help to Bentley Memorial Library. Ms. Thornton wanted to thank Mr. Boyd for all his help with assembling furniture and adjusting the shelving.
- N. Hurricane Sandy:** The three days Bentley Memorial Library was closed, library employees assisted at the shelter set up at Bolton High School. Ms. Stille did a great job organizing the shelter and the meals.
- O. Summer Reading:** Bentley Memorial Library continues to work with Jennifer Vesce, BCS Library Media Specialist to promote and support the summer reading program.
- P. Vibrant Communities Grant:** Ms. Nowak agreed to serve as Vibrant Communities Grant representative.

Adjournment: A motion was made by Ms. Holliman, seconded by Ms. Goldsnider to adjourn the meeting at 5:20PM.

The next meeting is December 18, 2012 at 4:00PM.

Respectfully Submitted,
Kelly Goldsnider
Bentley Memorial Library Board Secretary