

WEST HARTFORD PUBLIC LIBRARY BOARD MINUTES Draft

Monday, February 24, 2020 6:00 p.m.

Board Room, Noah Webster Library

1. CALL TO ORDER

President Patty Farrah called the Library Board to order at 6:05 p.m. Present were Board members, Jean Martin and Jill Spear, Library Director Martha Church, and Janet Valencis, recorder. Members David Brandwein and Anne Donovan were absent. No one was present from the public.

2. ADDITIONAL AGENDA ITEMS

- a. Election of Officers
- b. Library Calendar Modification
- c. Executive Session

3. PUBLIC COMMENT - none

4. APPROVAL OF THE CONSENT AGENDA (Items 5 & 9a I, 9a ii, 9a iii.)

MOTION: On a motion made by Jill Spear and seconded by Jean Martin, the Board unanimously approved the Consent Agenda.

5. THE MEETING MINUTES of February 24, 2020 were approved as part of the consent agenda.

6. PRESIDENT'S REPORT

- a. Election of Officers for 2020-2021

Nomination for Chairperson Jill Spear

MOTION: On a motion made by Patty Farrah and seconded by Jean Martin, the Board unanimously elected the new Chairperson.

Nomination of Vice Chair Anne Donovan

MOTION: On a motion made by Patty Farrah and seconded by Jill Spear, the Board unanimously reelected the Vice Chair.

Nomination of Secretary Patty Farrah

MOTION: On a motion made by Jill Spear and seconded by Jean Martin, the Board unanimously elected the Secretary.

7. OLD BUSINESS:

- a. Calendar Changes

MOTION: On a motion made by Jean Martin and seconded by Jill Spear, the Board unanimously approved the closing of the library on Saturday July 4, 2020.

MOTION: On a motion made by Jill Spear and seconded by Patty Farrah, the Board unanimously approved the closing of the two library branches on Friday November 27, 2020, the day after Thanksgiving. The main library will remain open on that day.

MOTION: On a motion made by Jill Spear and seconded by Patty Farrah, the Board unanimously approved the closing of the two library branches on Saturday December 26, 2020. The main library will remain open on that day.

MOTION: On a motion made by Jean Martin and seconded by Jill Spear, the Board unanimously approved the closing of the main library on Sunday December 27, 2020.

8. NEW BUSINESS

- a. Circulation Policy Revision – Fines and Fees adjustment.

MOTION: On a motion made by Jean Martin and seconded by Jill Spear, the Board unanimously approved the Circulation Policy Revisions as presented.

- b. Social Media Policy review and discussion

MOTION: On a motion made by Patty Farrah and seconded by Jean Martin, the Board unanimously approved the Social Media Policy as amended.

- c. Photography/Video & Film Recording Policy Discussion

9. Executive Session

MOTION: On a motion made by Jill Spear and seconded by Jean Martin, the Board voted to go into executive session at 6:55 p.m.

The board ended their executive session at 7:15 pm.

10. DIRECTOR'S REPORT

- a. February 2020 Report, submitted:
 - i. Library Administrative Report
 - ii. Budget Report
 - iii. Circulation Statistics (issued quarterly)
- b. Current Month Briefing – tabled

11. ADJOURNMENT

MOTION: The Library Board Meeting was unanimously adjourned at 7:16 pm. The next scheduled Board Meeting is March 23, 2020.

Respectfully submitted,

Patty Farrah, Secretary Pro Tem
West Hartford Library Board