

WEST HARTFORD PUBLIC LIBRARY BOARD MINUTES Draft
Monday, February 25, 2019 6:00 p.m.
Board Room, Noah Webster Library

1. CALL TO ORDER

President Jill Spear called the Library Board to order at 6:01 p.m. Present were Board members David Brandwein, Anne Donovan and Patty Farrah, Library Director Martha Church, and Janet Valencis, recorder. Members David Brandwein and Jean Martin were absent. No one was present from the public

2. PUBLIC COMMENT - none

3. APPROVAL OF THE CONSENT AGENDA (Items 4 & 8a I, 8a ii, 8a iii.)

MOTION: On a motion made by Anne Donovan and seconded by Patty Farrah, the Board unanimously approved the Consent Agenda.

4. THE MEETING MINUTES of January 28, 2019 were approved as part of the consent agenda.

5. PRESIDENT'S REPORT

- a. A resident has expressed interest in being on the Library Board. There is not an opening at this time, but the Board will reach out to the candidate.
- b. The officer elections will be held in March.
- c. The March meeting location and date have been changed to Tuesday March 26, 2019 at the Bishops Corner Branch.
- d. On March 14, 2019 Janet and Martha will attend a Freedom of Information Act (FOIA) presentation hosted by the office of Corporation Counsel, in conjunction with the Town Clerk.
- e. Martha and Jill are working on establishing key performance indicators for the library.

6. OLD BUSINESS:

- a. Patron Rules of Conduct Policy Utilization- tabled

7. NEW BUSINESS

- a. Public Access to the Internet Policy Review

MOTION: On a motion made by Anne Donovan and seconded by Patty Farrah, the Board unanimously approved the Public Access to the Internet Policy revision.

b. Wireless Access Policy Review

MOTION: On a motion made by Patty Farrah and seconded by Anne Donovan, the Board unanimously approved the Wireless Access Policy revision.

8. DIRECTOR'S REPORT

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

Facilities: The meeting room carpet has been replaced with a tile floor. Preschool and Teen furniture has been reupholstered. The lighting on the main floor will be brighter after the replacement of some bulbs. The broken Bishops Corner book drop is being repaired. New chairs will be ordered for the computer lab to replace the current chairs which are failing.

Staffing: The Library Specialist Cataloger position interviews will be held in March. The Children's Librarian 1 position has been approved and will be posted soon.

Events: The library will kick off The Year of Happiness program series on March 20, 2019, the International Day of Happiness. April 9, 2019 is National Library Worker Day. The West Hartford Reads author for October has been chosen. An announcement will be made in April.

9. ADJOURNMENT

MOTION: The Library Board Meeting was unanimously adjourned at 7:25 p.m. The next scheduled Board Meeting is Tuesday March 26, 2019 at the Bishops Corner Branch Library.

Respectfully submitted,

Patty Farrah
Board Secretary pro tem