

**WEST HARTFORD PUBLIC LIBRARY BOARD MINUTES Draft**  
**Monday, April 22 2019 – 6:00 p.m.**  
Board Room, Noah Webster Library

1. CALL TO ORDER

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

2. ADDITIONAL AGENDA ITEMS - none

3. PUBLIC COMMENT - none

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

MOTION: On a motion duly made and seconded, the Board unanimously approved the Consent Agenda.

5. THE MEETING MINUTES of March 25, 2019 were approved as part of the consent agenda.

6. PRESIDENT'S REPORT

- a. Patty presented a revised Directors Review form. After some discussion, the board decided to use the new form for this year's evaluation of the director.

7. OLD BUSINESS:

- a. Program Policy Review

MOTION: On a motion made by Anne Donovan and seconded by David Brandwein, the Board unanimously approved the Program Policy as presented.

- b. Patron Rules of Conduct Discussion

Martha reviewed these Rules for the benefit of the newer members of the Board.

- c. Rebecca Nugent, Collection Development Librarian

Rebecca shared the process that the library uses to evaluate the continual evolution of the collection. She also shared some statistics like Turnover Rate.

8. NEW BUSINESS - none

9. DIRECTOR'S REPORT

- a. March Report, submitted:
  - i. Library Administrative Report
  - ii. Budget Report

iii. Circulation Statistics Q3

b. Current Month Briefing.

The library received a \$5,000 grant, from the Hartford Foundation for Public Giving, to continue the Faxon Fun Summer program again this summer. The library has submitted a proposal for a LSTA grant for middle school students to make podcasts of their families' migration experiences.

Morningstar was the featured research database for the first quarter of the year and the promotion saw an uptick in the use of the database. Learning Express will be the promoted database for the second quarter of the year.

Staff members watched an ALA webinar on Active Shooters, with a focus on libraries. Those that were unable to attend have been asked to review the archive of the webinar.

Chimamanda Ngozi Adichie will be the author for the library's October Author event. The event will be held on Thursday October 24<sup>th</sup>, and will likely be held at Charter Oak School, which has more capacity than town hall.

10. ADJOURNMENT

MOTION: The Library Board Meeting was unanimously adjourned at 7:15 pm. The next scheduled Board Meeting is May 20, 2019.

Respectfully submitted,

David Brandwein  
Board Secretary