

WEST HARTFORD PUBLIC LIBRARY BOARD MINUTES Draft

Monday, October 28, 2019 – 6:00 p.m.

Board Room, Noah Webster Library

1. CALL TO ORDER

President Patty Farrah called the Library Board to order at 6:07 p.m. Present were Board Members Anne Donovan, Jean Martin, Library Director Martha Church, and Edie Parizo, recorder. Members David Brandwein and Jill Spear were absent. 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 made by Anne Donovan and seconded by Jean Martin, the Board unanimously approved the Consent Agenda.

5. THE MEETING MINUTES of September 23, 2019 were approved as part of the consent agenda.

6. PRESIDENT’S REPORT

- a. President Patty Farrah asked Martha Church to recap the October 24, 2019 Chimamanda Ngozi Adichie Author Event. Martha reported that overall, very positive things came from this event. The library staff was pleased with the large turnout, and positive comments indicated it was a huge success and a good event all around. Furthermore, the whole staff pulled together nicely on this. The Board Members joined in to evaluate this year’s West Hartford READS event.

7. OLD BUSINESS - none

8. NEW BUSINESS

- a. Teen Services Policy Discussion and Review

The Teen Services Librarian Kari Karp worked with three Children’s Librarians to update the Teen Services Policy.

MOTION: On a motion made by Anne Donovan and seconded by Jean Martin, the Board unanimously approved the revised Teen Services Policy, changing “West Hartford Libraries” back to “West Hartford Public Library” in the first sentence.

- b. Holiday early closings: 11/27, 12/24 & 12/31

The Board agreed on the following early closings for the holidays:

November 27, 2019 - 5:00 p.m.

December 24, 2019 - 4:00 p.m.

December 31, 2019 – 4:00 p.m.

MOTION: On a motion made by Anne Donovan and seconded by Jean Martin, the Board unanimously approved closing the library at 5:00 p.m. on November 27, 2019.

MOTION: On a motion made by Anne Donovan and seconded by Jean Martin, the Board unanimously approved closing the library at 4:00 p.m. on December 24, 2019.

MOTION: On a motion made by Anne Donovan and seconded by Jean Martin, the Board unanimously approved closing the library at 4:00 p.m. on December 31, 2019.

9. DIRECTOR'S REPORTS

a. September Report, submitted:

- i. Library Administrative Report
- ii. Budget Report
- iii. Circulation Statistics (issued quarterly)

b. Current Monthly Briefing.

- 600 tickets for the Chimamanda Ngozi Adichie Author Event were distributed in less than an hour! The library learned a lot from the entire process, and did very well with this event.
- Library Staff marched in the Park Road Parade on October 5, 2019, and were joined by community members. Martha gave a brief history of the Park Road Parade, and summarized by saying that it's better to be there and be seen than not to be there.
- Three new people have been hired since the last time the Board met. Two full-time Library Assistants have started, and a new Adult Services Librarian 1 was selected. He will start a week from today.
- Facilities projects that have been completed are the lighting at Bishops Corner after not working for a year, and the landscaping at Faxon Library, which looks neat and tidy. In addition, the flooding at Faxon has finally been resolved.
- Two professors of acoustical engineering did a walk through in the Gallery at the Noah Webster Library. Their students will be learning how control sound, and their acoustical study project in the spring will involve recommendations to reduce noise in the Gallery.
- The Children's Storyhouse Project, funded by Michael Wilder and the Chase Family Foundation has begun. That area of Children's has been a bank for 10 – 12 years, and now it will be repurposed into a literary focused storybook cottage and surrounding pretend garden area for families where children can "plant" flowers.

10. ADJOURNMENT

MOTION: The Library Board Meeting was unanimously adjourned at 7:04 p.m. The next scheduled Board Meeting is November 25, 2019.

Respectfully submitted,

Patty Farrah, Secretary Pro Tem
West Hartford Library Board