

**WEST HARTFORD PUBLIC LIBRARY BOARD MINUTES Draft**  
**Monday, May 20, 2019 – 6:00 p.m.**  
Board Room, Noah Webster Library

1. CALL TO ORDER

President Patty Farrah called the Library Board to order at 6:06 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 & 10a I, 10a ii, 10a iii.)

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

5. THE MEETING MINUTES of April 22, 2019 were approved as part of the consent agenda.

6. PRESIDENT'S REPORT - none

7. OLD BUSINESS:

a. Director' Evaluation Form Review

The board discussed the new form and will use it for the upcoming director's review.

8. NEW BUSINESS

a. Privacy Policy Review

Martha presented the policy, which is based on CT State statute language, to the board. Corp Counsel has reviewed the policy and made one minor change. The board accepted the policy as revised.

MOTION: On a motion made by Anne Donovan and seconded by Jill Spear, the Board unanimously approved the Privacy Policy.

b. Community Webs Grant Report

Agatha Monahan, the Local History Librarian, presented the details about a national IMLS grant that the West Hartford Library is participating in along with 9 other library systems. The grant is for capturing "born digital" materials for local history preservation.

## 9. DIRECTOR'S REPORT

### a. April Report, submitted:

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

### b. Current Month Briefing.

- The Hartford Foundation for Public Giving granted \$5,000 to support the summer Faxon Fun program.
- The West Hartford Library was voted the best library for the seventh year.
- On Friday May 17, 2019 the library's Happiness Project was listed in the USA Today newspaper.
- In the spring of 2020 the University of Hartford Acoustical program will do an evaluation of the library's gallery space as a class project.
- Lynda.com will be requiring users to have a LinkedIn account to use it. Due to privacy concerns, the library will not be renewing our contract with Lynda.com.
- Two new full time children's librarians have been hired, one an internal part time employee and the second coming from the Guilford Library.

## 1. ADJOURNMENT

MOTION: The Library Board Meeting was adjourned by unanimous vote at 7:26 pm. The next scheduled Board Meeting is June 24, 2019.

Respectfully submitted,

Respectfully submitted,

David Brandwein  
Board Secretary