

WEST HARTFORD PUBLIC LIBRARY BOARD MINUTES Draft
Monday, March 26, 2018 – 6:00 p.m.
Board Room, Noah Webster Library

1. CALL TO ORDER

President Jill Spear called the Library Board to order at 6:07 p.m. Present were Board members David Brandwein, Patty Farrah, and Jill Spear, Library Director Martha Church, and Janet Valencis, recorder. Board member Saima Malik was absent.

2. PUBLIC COMMENT - none

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

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

4. THE MEETING MINUTES of February 26, 2018 were approved as part of the consent agenda.

5. PRESIDENT'S REPORT

- a. Board membership update – the search continues.

6. OLD BUSINESS:

- a. Board Guidelines for public contact
The board discussed potential guidelines and will follow up with something more formal in the next few months.
- b. Library Performance Measures
The board discussed the Performance Measures published in the Town Budget book. The numbers sometimes don't tell the complete story and the Board suggested that additional details be part of any presentation or discussion about the numbers. Martha asked Board members to review all of the statistics they receive each month, to see if there is anything they want highlighted.

7. NEW BUSINESS

- a. June meeting date moved to June 18th.

MOTION: On a motion made by David Brandwein and seconded by Patty Farrah, the Board unanimously approved the June 18, 2018 meeting date.

8. DIRECTOR'S REPORT

- a. February Report, submitted:
 - i. Library Administrative Report
 - ii. Budget Report
 - iii. Monthly Circulation Statistics

- b. Current Month Briefing.

Martha highlighted some community outreach events from February. The Program and Publicity Team has hired a new part time library specialist Adam Wisnieski. The How To Festival, held Saturday March 24th, was a great success. The library has begun planning for the next big event, the Author Visit on October 4th.

9. ADJOURNMENT

MOTION: The Library Board Meeting was unanimously adjourned at 7:16 pm. The next scheduled Board Meeting is April 23, 2018.

Respectfully submitted,

Saima Malik
Board Secretary