

WEST HARTFORD PUBLIC LIBRARY BOARD MINUTES Draft
Monday, May 21, 2018 – 6:00 p.m.
Board Room, Noah Webster Library

1. CALL TO ORDER

President Jill Spear called the Library Board to order at 6:03 p.m. Present were Board members David Brandwein and Jill Spear, Library Director Martha Church, and Janet Valencis, recorder. Members Anne Donovan, Patty Farrah, Saima Malik were absent.

2. PUBLIC COMMENT - none

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

No Quorum – no vote

4. THE MEETING MINUTES of April 23, 2018 were not approved as part of the consent agenda because there was no quorum.

5. PRESIDENT'S REPORT

- a. The Town Council appointed Anne Donovan to the Library Board. She will attend the June meeting.

6. OLD BUSINESS:

- a. Board Guidelines for public contact – tabled.

7. NEW BUSINESS

- a. Customer Service Policy Review - tabled
- b. Reference Services Policy Review - tabled

8. DIRECTOR'S REPORT

- a. April Report, submitted:
 - i. Library Administrative Report
 - ii. Budget Report
 - iii. Monthly Circulation Statistics
- b. Current Month Briefing.

The One World Discussion Group has begun its weekly meetings. Faxon Fun is scheduled for the summer, a camp that wraps around the Free Lunch program at Faxon. The main library will be a distribution point for summer weekend food back packs for eligible families.

Celebrate West Hartford will profile our three electronic platforms and will have a raffle for qualified individuals. Library staff, Library Board and Foundation members and their families are not eligible to participate.

The Strategic Plan team is currently focused on physical spaces and there have been some furniture updates. The Adult Services team is considering purchasing a curated book selection newsletter.

The library has received a grant from the State that targets basic literacy and early childhood literacy, two of the states seven focus areas for the year. The \$4,000+ grant will target non-native English speaking parents. The program series will focus on helping parents read to their children.

9. ADJOURNMENT

MOTION: The Library Board Meeting was unanimously adjourned at 7:05 pm. The next scheduled Board Meeting is June 18, 2018 at the Faxon Branch Library.

Respectfully submitted,

Jill Spear
Board Secretary, pro tem