Derby Public Library Board of Directors Meeting Wednesday, May, 25, 2011

- 1. Board President, Ms Gleason, called the meeting to order at 6:30pm and all stood for the Pledge of Allegiance.
- Roll Call: Ms. Barry; Ms. Cecarelli; Ms. Rogers; Ms. Fallon; Ms. Gleason; Ms. Ducharme; Ms. Comboni; and Library Director, Ms. Williams. Absent with Notice: Mr. Stankye
- 3. Motion by Ms. Rogers to accept agenda as presented; seconded by Ms. Fallon. All in favor
- 4. No one was present from the public. Public portion closed.
- 5. Motion made by Ms. Fallon to accept April minutes; seconded by Ms. Comboni. All in favor.
- 6. Library Director's Report
 - a. Program highlights and meetings attended by Library Director were presented to the Board.
 - b. Library statistics were circulated.
 - c. Budget balances were shared.
 - d. One scholarship entry has been received thus far.
 - e. Dan Rivera (Above The Realm Paranormal Study) will be at the Library on Saturday @7pm-1am. A motion was made by Ms. Rogers to allow Sue Hunter, Editor of the Valley Gazette, to witness the study as an interested party not as a reporter; seconded by Ms. Barry. All in favor.
 - f. Quarterly statements from the Valley Community Foundation were received.
 - g. YA book shelving has been constructed and will be installed on Tuesday May 31st while the Library is closed for Staff Development.
 - h. The initial meeting for the new Website will be on Thursday, June 9th from 9:30am-11:30am. It will take approximately 3 months to get up and running. Payment to be made by the end of the budget season.
 - i. Annual Carpet and upholstery cleaning is in progress and annual window washing will be done on May31st.
 - j. Annual mulching, fertilizing and planting is completed.
 - k. Lawn mower was purchased and has already had much use.
 - 1. Update on Unemployment Claim –Phil Robertson filed an appeal on the Library's behalf on May 13th.
 - m. Gift bags were presented to Library volunteers during National Volunteer Week in April.

- n. The Library Director shared information from the FOI meeting held at City Hall.
- o. Summer happenings were presented. There will be Adult, Young Adult and Children's Reading Programs. More details will follow.
- p. The fact that Children's circulation is down again this year is of great concern to the Board.
- 7. Motion made by Ms. Rogers to go into Executive session to discuss the budget; seconded by Ms. Cecarelli. All in favor. 7:10pm
- 8. Motion made by Ms. Rogers to come out of Executive session: seconded by Ms. Barry. All in favor. 8:10pm
- 9. Motion made by Ms Ducharme for special meeting of the Board on the budget only on June 1, 2011; seconded by Ms. Comboni. All in favor.
- 10. Motion made by Ms. Rogers to reschedule the June meeting to the Tuesday the 14th; seconded by Ms. Cecarelli. All in favor.

11. Old Business

- a. Capital Planning on hold due to Mr. Stankye's absence.
- b. Staff clothing to be displayed at the Staff Development in the 31st of May.

12. Adjournment

a. Motion made by Ms Barry to adjourn; seconded by Ms. Cecarelli. All in favor. 8:15pm

Minutes are unofficial until approved at next meeting. Respectfully submitted by Barbara Barry, Secretary-elect