

Derby Public Library  
Board of Directors' Meeting  
Wednesday, June 19, 2013

1. Ms. Gleason, Board President, called the meeting to order at 6:35pm. All stood for the Pledge of Allegiance.
2. Roll Call: Present: Ms. Gleason, Ms. Comboni, Ms. Rogers, Ms. Fallon, Ms. Monaco, Mr. Stankye, Library Director-Ms. Williams.  
Absent with notice; Ms. Barry, Ms. Cecarelli  
Absent without notice: Ms. Ducharme
3. Presentation of Library Scholarship to Derby High School Senior: Robert Holt. Mr. Holt was presented the scholarship by Ms. Gleason and the Board wished him the best in his next step in education. Robert will attend SCSU and major in nursing.
4. Mr. Stankye moved to accept the agenda as submitted; seconded by Ms. Rogers. All in favor.
5. No one was in attendance from the public portion.
6. Ms. Rogers moved to accept the minutes of the special May 8, 2013 meeting; seconded by Ms. Comboni. All in favor
7. Old Business
  - A. Capitol Business-abatement and maintenance issues were essentially completed as far as the budget allowed. After the past torrential storms, minor water leaks still remain in the middle floor closet (between the old and new building) and at the front window in the Local History Room. A more substantial water leak still exists in the Elizabeth St. entrance area (again, where the old and new building meet). More heat rays were placed on the roof to prevent ice damage. Ms. Williams is waiting for the final report. Initial recommendation is for more extensive repairs.
  - B. Mr. Stankye reported that the last Capital Planning meeting was cancelled.
  - C. The custodial position is still in limbo.
8. New Business
  - A. Library Volunteer, Diane Berti, from Seymour High School will receive the Valley United Ways Student Volunteer Award of the Year on June 26<sup>th</sup>. Ms. Williams will present her the award.
  - B. Board members were presented with the latest budget summary.

- C. Derby Police were called to the library for two thefts: an unattended laptop and a purse from the back of a chair. Alert Alarms was called to check the cameras.
- D. Maintenance repairs: Sidewalk, stairs and re-pointing of stairway wall has been completed by Frank Pepe.
  - 1. Annual window washing has been completed.
  - 2. Outside bench has been replaced.
  - 3. New flooring for upper hallway and elevator has been ordered.
- E. Program highlights were presented.
- F. Summer reading program fliers were available to Board members and also are available at the main desk.
- G. Account balances, statistics and meetings attended were presented by Ms. Williams
- H. Ms. Williams is to look in on the cost of placing locks on the windows.
- I. At the request of a possible donor, Ms. Williams is pricing solar blinds for the historical room, reference room and director's office.
- J. Ms. Gleason stated that there are different numbers in the contract and will meet with the union representatives. Mr. Stankye moved to accept the contract when Ms. Gleason is satisfied with the monetary discrepancy. Ms Fallon seconded and all were in favor.
- K. Ms. Gleason presented the Board members with the updated director's evaluation form. This is to be completed by all board members and returned to Ms. Gleason before the September meeting to be tabulated.

9. Executive session

Mr. Stankye moved to go into executive session for the purpose of discussing a personnel issue at 7:20pm. MS. Rogers seconded. All in favor.

At 7:30pm, Mr. Stankye moved to come out of executive session; seconded by Ms. Fallon. All in favor.

10. A motion to cancel meetings during July and August was made by Mr. Stankye and seconded by Ms. Comboni. All in favor.

11. Motion to adjourn by Ms. Rogers; seconded by Ms. Comboni. All in favor.

Minutes are unofficial until approved at next meeting.

Respectfully submitted by Ms. Gleason in Ms. Barry's absence.