

**Town of Hamden
Library Board
Minutes of
Special Meeting - February 10, 2011**

Attendance: Christine Esposito, Irene Fiss, Jan Glover, and Evelyn Hatkin. **Also in attendance:** Library Director, Robert Gualtieri, Assistant Library Director Nancy McNicol and Louise Brundage.

Call to Order: E. Hatkin opened the meeting at 7:02 p.m.

Approval of Minutes: E. Hatkin asked the Board to review the minutes of the January 5, 2011 meeting. **I. Fiss made the motion to approve the minutes of the January 5, 2011 meeting as presented. J. Glover seconded the motion. All were in favor.**

Correspondence: Nothing to present.

Public Media: L. Brundage mentioned the Friends of the Library Board meeting met last evening. The Board reviewed the funds raised through sales and is looking forward to supporting any future program of the Library(ies). The Book Page subscription is ordered by the Friends and is located in the Miller Library. It has been very popular and the decision was made to increase the order from 50 to 100. The subscription is for one year.

Ms. Brundage noted she is a member of ACLB (Association of CT Library Boards), which is a small organization and they hold informative in-service meetings and workshops. She shared a copy of an application for the 2011 membership, cost is \$100, and the upcoming topics scheduled for the next few months. E. Hatkin recommended the Library Board join as a 2011 member. **I. Fiss made the motion to enroll with the ACLB for the 2011 year as a member and that the cost for the membership will be afforded through the Library's Gift Fund. J. Glover seconded the motion. All were in favor.**

Whitneyville Civic Association—The president from the WCA neighborhood noted the recent letter of request written to Mr. Gualtieri regarding the Whitneyville Library. The Association spoke of their collaboration and efforts with the businesses in Whitneyville, which is to retain the footpath in the neighborhood. There is diversity of young professionals, students, elderly communities and young families all living in the Whitneyville neighborhood, and they are looking forward to maintaining this area as a pleasant and desirable community with several resources for everyone. The Association would like to have the hours return on Saturdays. The WCA went to the Mayor to have the opportunity of visiting the library over the weekend at Whitneyville. The Mayor appreciated the suggestion and the recommendation is now being presented to the Library Board.

Ms. Esposito was appreciative of the recommendation; however, she was not sure if this decision could be reviewed and approved this evening. C. Esposito made the motion to table the subject until a later meeting. Further discussion and maybe other issues should be addressed. I. Fiss requested to hold the discussion now rather than when the Board comes to "New Business" at this evening's meeting. A draft of the proposal was provided by R. Gualtieri and further in depth discussion was held. Mr. Gualtieri provided the proposal of extending one-half day for Saturday Hours at the Whitneyville Branch for 2011-12.

E. Hatkin then presented the recommendation for a motion to approve the proposal of the Whitneyville Branch for fiscal year 2011-12 for submission with the Town Library's budget proposal to the Mayor and Finance Director.

Other representatives of the Association discussed the community; the foot traffic and those residents of the community appreciating the area and would also appreciate the use of the library being open on Saturdays. This is a heavy pedestrian area with goals for improvement to the Putnam and Whitney Avenues section.

R. Gualtieri noted the Hamden Library Partnership could play a role with providing a program at this branch.

J. Glover made the motion to approve the proposal of the Whitneyville Library Branch Hours as presented for fiscal year 2011-12 to be included for submission with the Town Library's budget proposal to the Mayor and Finance Director. I. Fiss seconded the motion. Three members of the Library Board were in favor, one Board member abstained from voting. The motion passed.

Meet the Staff—No one was scheduled.

Personnel: Elise Sporan was promoted to the LTA position at Miller Library. This promotion was in effect January 31, 2011. This promotion then created a vacancy at the Whitneyville Branch. A new hire of Barbara Stark was offered the position and her orientation will be held at the Miller Library prior to going to her permanent assignment at Whitneyville Branch.

Old Business:

Space Planning Update—Review of seven bids were addressed. The Board began to discuss the bids that were to be eliminated. There was a discussion regarding some of the prior work done by the architect companies. A review and comparison about the bids was held. R. Gualtieri requested to meet with three of the bidders. The Library Board came to the decision to meet with BBG Advisors and Carow Architects.

R. Gualtieri and the Library Board reviewed the individual bids and gave a brief summary of the work done at the Darien Library. The system for services is much different from Hamden. Mr. Gualtieri noted we can address any questions and topics like estimates at the time of the meeting.

Logo Contest—N. McNicol gave an update on the contest. We have 17 entries and she showed the Library the work.

Budget for Fiscal Year 2011-12—R. Gualtieri presented the budget for the Library to the Mayor. He had a meeting with the Mayor to discuss the importance of budget presented. One cost of concern was the custodial staffing. Mr. Gualtieri provided an explanation for keeping the service available to the Libraries. The Town Council will need to support the budget proposal. Other issues addressed were the pay differential. The Mayor will release his proposal to the Town Council March 6th.

New Business:

Annual Review of Fines and Fees – A review of a new fines and fees was presented. The increase is to two categories. If approved, the rate increase will be effective March 1, 2011. The Library did a comparison to the local area libraries for rates. The two were: CD's (TBK and Music) and Audio Tapes/Talking Books – Damaged TBK will be \$15.00 and Broken/Missing Tapes will be \$15.00 and Damaged Artwork will increase to \$10. C. Esposito made the motion to approve the

increase the rates for Fines and Fees, effective March 1, 2011, as presented. J. Glover seconded the motion. All were in favor.

**Hamden Library Meeting
February 10, 2011**

Nomination and Election of Board Officers: The one-year term is effective March 2011. Ms. Hatkin presented the nominations for the slate of officers as follows:

Chairperson	-	Jan Glover
Vice-Chairperson	-	Irene Fiss
Secretary	-	Evelyn Hatkin

C. Esposito made the motion to approve the slate of officers as presented for the 2011-12 term. J. Glover seconded the motion. All were in favor. The motion passed unanimously.

Hamden Library Director's Report: Mr. Gualtieri presented his report for review. He noted the Hamden Chamber of Commerce will hold the annual Business Expo Saturday, April 16th at the high school. The Library holds an information table at the event.

Mayor Jackson will hold his annual Community Forum. This is open to the public to discuss the outlook for 2011 and is scheduled for February 17, 7:00 to 9:00 p.m. at the Thornton Wilder Auditorium.

In the Hamden Journal, the article regarding the Totem Tom Talks was shared regarding an article that was tweeted about our Library.

Executive Session: Nothing to report.

Next Meeting: The next meeting is scheduled for **Wednesday, March 2, 2011** at 7:00 p.m.

Adjournment: With nothing further to discuss, E. Hatkin requested a motion to adjourn the meeting. **I. Fiss made the motion to adjourn the meeting at 8:40 p.m. C. Esposito seconded the motion.** All were in favor.

Respectfully submitted,

Patrice A. LeMoine

Patrice A. LeMoine
Clerk of the Commission