

Town of Hamden - Library Board Minutes of May 2, 2012

Attendance: Jan Glover, Christine Esposito, Irene Fiss, Evelyn Hatkin and Theresa Marchant-Shapiro. **Also in attendance:** Acting Library Director, Nancy McNicol and Louise Brundage.

Call to Order: J. Glover opened the meeting at 7:06 p.m.

Approval of Minutes: J. Glover requested a motion to approve the minutes for the meetings held in April. T. Marchant-Shapiro made the motion to approve the minutes of the April 4, 10, 19, and 24, 2012 meetings. E. Hatkin seconded the motion. All were in favor.

Correspondence: N. McNicol brought to the Library Board's attention a letter from author, Sherwin Nuland. The Library Board would like to consider inviting Mr. Nuland to an upcoming library event.

Public Media: L. Brundage mentioned the next meeting of the Connecticut Friends and Friends of the Library is June 9th. A request was made for assistance to set-up the refreshments for the meeting and presentation of awards for the meeting. There is a guest speaker and lunch is also being provided. An announcement will be mailed out soon. Someone from the Library Board will be asked to do the welcome.

Old Business: The **library budget for 2011-12** was presented. Ms. McNicol reviewed some of the budget items where she noted a couple of transfer will be made to other budget items.

Library Budget for Fiscal Year 2012-2013-

The proposed budget is still pending; everything but salaries has been forwarded to legislative council. However, there is a proposal to freeze hiring or replacement of any open positions. A discussion was held regarding overtime for salaries with Whitneyville branch. The Board discussed the upcoming meeting of the legislative council. The Library Board discussed the proposal of the recent department workshop held and the possibility the Town's administration may postpone the hiring of the Library Director. The Library Board will approach the members of the legislative council on this matter.

Brundage Branch Saturday Hours Pilot program – An update of the Saturday activity was provided. Ms. McNicol said there are three more Saturdays left in the pilot program. The library coverage is working out well and the traffic report was shared, which is lower compared to the Whitneyville branch. The numbers are better than what had been expected.

Library Director's Search: This agenda item will be addressed during Executive Session.

New Business:

C. Esposito commended Ms. McNicol on her recent award. The Library Board congratulated her well deserved award.

J. Glover addressed the issue of the budget for the upcoming second round of interviews that will be held for the Library Director position. The Library Board discussed and reviewed the budget for the various meetings, which will include meals and refreshments. After further discussion, T. Marchant-Shapiro made the motion to approve the amount of \$1,000 for meals and refreshments for the interviews of the Library Director position. If the expenses should exceed the \$1,000 or reach \$1,200, then the Board will revisit the expenses and the budget. The funds will come from the unencumbered gift fund. E. Hatkin seconded the motion. All were in favor.

Interim Hamden Library Director's Report: The report was provided and Ms. McNicol gave a further report from the Town's Risk Manager regarding an inspection, which was resolved with the assistance of the Quinnipiac Health Department.

Executive Session: Library Director Search.

At 7:45 p.m., Ms. Glover requested a motion to go into executive session. E. Hatkin made the motion to go executive session for the purpose to discuss the hiring of the Library Director's position. T. Marchant-Shapiro seconded the motion. All were in favor. At this time Ms. McNicol and Ms. LeMoine left the meeting.

At 8:39 p.m. T. Marchant-Shapiro made the motion to go out of Executive Session and Ms. Esposito seconded the motion. All were in favor.

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

Next Meeting: A special meeting of the Library Board will be held June 6, 2012 at 7:00 p.m.

Respectfully submitted,

Patrice A. LeMoine

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Clerk of the Commission