

LIBRARY BOARD MEETING

Tuesday, July 2, 2013

7:00 P.M.

Library Director's Office

MINUTES

Commissioners in Attendance: Evelyn Hatkin, Irene Fiss, Jan Glover, Theresa Marchant Shapiro, Christine Esposito

Others in Attendance: Library Director Marian Amodeo, Associate
Library Director Nancy McNicol, Acting Clerk
Gerry Tobin

CALL TO ORDER

Ms. Glover called the meeting to order at 7:09 p.m.

APPROVAL OF MINUTES

Pg. 3 typo, next to last line "consortium will be *here*" instead of her

Ms. Fiss made a motion to accept the minutes of the June meeting as corrected. Ms. Esposito seconded the motion. The vote was unanimous in favor.

CORRESPONDENCE

There was no correspondence

PUBLIC/MEDIA COMMENTS ON AGENDA

There were no comments.

OLD BUSINESS

Library Budget FY12/13 Update

Ms. Amodeo distributed a revised 2012 budget and commented that the balances were almost down to zero except for approximately \$30,000 remaining in salary. This surplus was due to staff vacancies. Ms. Esposito asked for a breakdown of the salary excess in case the information is needed in the future. Ms. Amodeo agreed that she will document the surplus.

Continue review of long range plan

Library Board Goal – Ms. Glover is not sure that the goal should remain as is and asked for comments. There was lengthy discussion. Ms. Glover feels that the board manual needs work. There was a suggestion to take out the words marketing and fundraising and change the goal to Board Advocacy. Commissioners agreed that the first bullet was okay. Regarding the second bullet, it was suggested that Friends should be changed to supporters, and the word fundraising be omitted and growth and development be substituted.

Commissioners agreed the Board policy manual should be reviewed.

It was suggested that the second bullet regarding coordination become the first. There was further discussion on changing verbiage to growth and development instead of fundraising. Ms. Glover said we should figure out what three projects would like to fund raise for and then fund raise.

Strategic plan – Ms. Marchant Shapiro feels our goal is the vision, operations is how to get there. There are about 198 Friends of the Library with approximately 5-7 attending the meetings. Communication, mutual goal setting and advocacy in the community are necessary. We need to have an overarching goal, perhaps an amalgamation of goal 1 and 2.

Ms. Esposito suggested a poster announcing a meeting of those interested in supporting the library. Ms. McNicol suggested Dr. Newland as a speaker.

Ms. Glover feels the Board is responsible for the big fundraising. There was discussion on expanding the print collection and the e book collection, but we don't have a plan for how we are going to do it. There was a comment regarding matching people to tasks. There was discussion regarding mission statement versus vision.

We need three things – one visioning, one fund raising, one evaluating policy manual
Ms. Glover said our assignment is to think about this, come up with some statements, share them via email, and vote on them at our September meeting. (Changing meeting to second Tuesday.)

Ms. Fiss made a motion that Ms. Amodeo, as the library director come to the September board meeting with a draft of an operating plan to assure that certain things from the strategic plan are accomplished each year. Ms. Esposito seconded the motion. The vote was unanimous in favor.

Branch Libraries - Condition of Exteriors

Ms. Amodeo said she is waiting to hear about the painting and cleaning of the exteriors of the branch libraries. The town engineer developed a plan and the superintendent of schools agreed that we could push through the back. She met with the Town's IT person who liked the idea because a large tree would be removed, improving the wireless connection. We are making slow progress.

Report on Progress of ILS Demonstrations

Ms. Amodeo reported that she invited two vendors to come to the library and give demonstrations. Staff members were able to sit in and give their comments. Ms. Amodeo distributed a copy of LION (Libraries On Line, Inc.) for commissioners to read through at their leisure to see the benefits to Hamden of joining the consortium. Ms. Amodeo, Ms. McNicol and the department heads met with the director of the consortium. Ms. Amodeo has spoken to and will speak to several library directors including those in North Haven, Wallingford and Meriden. The president of the consortium is the Woodbridge library director. We have been preapproved for membership should we decide to join. We have not received the final figures to date. Ms. Amodeo met with one of the vendors at the ALA meeting. A decision can't be made until the price is known. She is concerned about start up costs. Annual fees for the consortium are more than standalone fees, but there are many more services available to the library and its patrons. There is some resistance from the staff. III and Polaris are the two vendors that made

presentations. III is said to be more flexible. Ms. McNicol said a comparison study was done by a Simmons College graduate, but she did not come up with a recommendation.

Ms. Glover said having staff go to other libraries to observe is a great way to alleviate the fears. The Board might have an emergency meeting to make the decision on which ILS to go with.

NEW BUSINESS

Children's Room Expansion Project

Ms. Amodeo met with Superintendent of Schools Fran Rabinowitz several times and they have had good conversations. Ms. Rabinowitz wants to help the library strengthen the services for early literacy. The BOE has received an Alliance Grant and will give \$100,000 to the library to strengthen the early literacy center of the library. They spoke to the Mayor, and worked with BOE grant writer Tracy and the Town's new purchasing agent. The deadline for submitting the plan was last Friday. The state needs to approve the plan. Ms. Amodeo's submission is attached.

Ms. Amodeo thanked the board members for attending magic show and Phil's retirement luncheon.

Personnel

Ms. Amodeo reported they have hired library technical assistant Denise Martin for the children's room. Ms. Martin has her MLS, although this was not a requirement for the position. Phil's vacant position has already been posted.

LIBRARY DIRECTOR'S REPORT

Ms. Amodeo attended the ALA conference in Chicago. She said it was re-energizing, and she listed to speakers, met with authors, attended programs and met with vendors. She met with the III representative and met with the director of another respected consortium. She said the most positive program for her was about a library system in Colorado, now renamed the Anythink Library. She said it was phenomenal. At one time they were the most poorly funded system in Colorado. They got themselves to be their own tax district, so when it came time for budgeting they got a percentage of the tax base and were able to revamp, rebrand, rebuild, and got rid of the Dewey Decimal System. Their circulation is about 2.2 million now. Ms. Amodeo's favorite quote from the conference is "grumpy people don't get to drive the bus." She said the staff was very resistant, but it is great to know that such a change can be accomplished. She heard Oliver Stone speak. He just wrote a 750 page book with a Peter Kuznick called The Untold History of the United States. This book has been turned into a series to be on Showtime in segments. She also heard Steven Levitt who wrote Freakonomics. There were over 25,000 librarians in attendance. Ms. Amodeo said the conference was very valuable. She brought a lot back and liked having the children's library project and ILS to discuss.

ASSOCIATE LIBRARY DIRECTOR'S REPORT

The following reports are attached: Quarterly Patron Count FY 2013; Branch Saturday Hours 2013; Location/Transactions. There was discussion on these reports and it was noted that the number of patrons using our libraries was down by approximately 46,000 compared to in 2012/2013 compared to the same period in 2011. It was noted that complete year statistics for 2012 were not available.

Ms. Esposito suggested signs be posted in in various locations noting upcoming library programs. Ms. Fiss suggested a task force to come up with some suggestions about how to publicize the programs. The Board needs to look at how we fulfill people's needs. Community conversations would be helpful.

EXECUTIVE SESSION- as necessary

There was no executive session.

ADJOURNMENT

Ms. Fiss made a motion to adjourn. Ms. Esposito seconded the motion. The vote was unanimous in favor. The meeting adjourned at 8:50 p.m.

Submitted by: _____
Gerry Tobin, Acting Clerk