

**Town of Hamden - Library Board  
Minutes of Regular Meeting  
February 11, 2014**

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**Attendance:** Christine Esposito, Jan Glover, Evelyn Hatkin, and Theresa Marchant-Shapiro.  
**Absent:** Irene Fiss. **Also in attendance:** Library Director, Marian Amodeo and Associate Library Director, Nancy McNicol.

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

**Approval of Minutes:** J. Glover requested approval of the minutes for the January meeting. Ms. Hatkin made the motion to approve the minutes of the January 14, 2014 meeting as presented. C. Esposito seconded the motion. All were in favor.

**Correspondence:** Nothing to present.

**Public Media:** Staff and guest of the Library were in attendance.

**Old Business:**

**Library Budget 2013-14 Update:**

Ms. Amodeo gave a summary of the 2013-14 budget report. Everything is on target in spending with the Library's budget items. The Town requested the Miller Library to generate money through the room rental, and recently there was some activity. We anticipate a little more money to come in for room meetings. It was verified that Collection of Library Fines is shared revenue with the Town.

It was added that there is a meeting with the Mayor to review the budget proposal for 2014-15, which is scheduled next week.

**Children's Room Expansion Project:** M. Amodeo gave a brief update to recent activity on this project. There were a number of visits held to collect suggestions, view the space and in taking measurements for the upcoming presentation of the Children and Adolescent project. We hope to have the presentation available at the next Board meeting.

Ms. Amodeo will meet with the superintendent of schools to finalize the payment of the grant by the end of this month.

**ILS Project Report:** The project is in the implementation stage and there have been a lot of behind the scenes work done. The company is working in downloading Zineo for the Library; our eBook subscriptions to patrons will be available soon.

**Policy Revision Schedule:** Since I. Fiss is absent this evening, the recommendation was made to postpone the review of the next policy to March. It was agreed to present two policies at the next meeting.

**Investment Strategies:**

Ms. Amodeo shared the current bank's rates for certificates of deposit. After a discussion was held, Ms. Hatkin made the motion to authorize M. Amodeo and T. Marchant-Shapiro to meet and discuss with representative(s) and the CEO of Quinnipiac Bank and Trust Bank the account

**Town of Hamden - Library Board  
Minutes of February 11, 2014, Page 2**

products, rates and services and to consider moving funds from the Library's Gift Fund money market account to three different certificates of deposit vehicles at various lengths of duration. C. Esposito seconded the motion. All were in favor.

**Fundraising Planning Ad Hoc Committee:** I. Fiss, C. Esposito, M. Amodeo and J. Glover were to meet; however, due to conflict with schedules and inclement weather, it was agreed to hold a meeting within the next two weeks.

**Archivist:** Beth Shutts was introduced to the Board. She gave a brief background of her work history and then discussed her goals for the Town Historical Society, which is held in the Miller Library's building. The hours to the public are Tuesday evenings and Wednesday mornings.

**New Business:**

Staffing Positions—Ms. Amodeo mentioned that the Legislative Council agreed to the hiring of a part-time Librarian, Library Clerk, and a Library Page. So we hope to have good news on the status of our hiring by the next Board meeting.

**Library Director's Report:** Ms. Amodeo gave a brief overview of her report. She added that Ms. Fran Rabinowitz' retirement party is March 13<sup>th</sup> from 5:30 to 8:00 p.m. and will be held at the Peabody Museum. Registration is required and a cost per person is requested. J. Glover and M. Amodeo agreed to attend.

The Town Purchase Agent held a bidder's session for copy vendors. The Library is looking for proposals to provide color copiers to the patrons. This service is not an expense to the Library. The Purchasing Agent will review the bids and present the recommendations to Ms. Amodeo before awarding the service agreement to the vendor.

Google apps session is the second workshop that the library will be offering. This is part of the technical workshop series that the Library is providing. There are two workshops being offered, registration is required, and we are holding two more computer sessions in May.

**Associate Library Director's Report:** Ms. McNicol gave an update about the Cabin Fever Winter Reading program. To-date there has been 112 participants. Ms. McNicol gave information about the movie schedule and it is drawing a lot of attention. There are postings about the movies and the schedule on Facebook.

The library traffic report reflected some low numbers. This is partly due to the inclement weather.

**Other Business:**

Election of Officers for 2014—J. Glover made the suggestion to postpone the election of officers until our March meeting. C. Esposito made the motion to approve the recommendation to hold the election of officers for 2014 until the March meeting. E. Hatkin seconded the motion. All were in favor.



**Town of Hamden - Library Board  
Minutes of February 11, 2014, Page 3**

The next Library Board meeting is **Tuesday, March 11, 2014** at 7:00 p.m.

With nothing further to discuss, Ms. Glover requested a motion to adjourn the meeting.

**Adjournment:** E. Hatkin made the motion to close the meeting at 8:05 p.m. C. Esposito seconded the motion. All were in favor.

Respectfully submitted,

**Patrice A. LeMoine**

Patrice A. LeMoine  
Clerk of the Commission