

Town of Hamden - Library Board

Minutes of Meeting

June 9, 2015

Approved as Amended: July 14, 2015

In attendance were: Christine Esposito, Irene Fiss, Jan Glover, Evelyn Hatkin, and Theresa Marchant-Shapiro. **Staff:** Irene Nolan. **Management:** Marian Amodeo, Library Director. **Clerk:** Patrice LeMoine.

Call to Order: Chairperson Ms. Glover opened the meeting at 7:08 p.m.

Approval of Minutes: Ms. Glover requested a motion to approve the May minutes. Ms. Amodeo noted one correction: Noreen Reilly is the consultant presenting at the upcoming Staff Development. Ms. Hatkin motioned to approve the minutes of the May 12, 2015 meeting as corrected. Ms. Fiss seconded the motion. The motion carried unanimously.

Public Media: Nothing at this time.

Correspondence: Nothing presented.

Old Business:

Library Budget FY 2014-2015 update: M. Amodeo gave the report for this current fiscal year. She noted the last of any orders were made so there should be no overages by June 30, 2015. The line items will be expended as scheduled.

Staff Development Day: Ms. Amodeo presented the itinerary for the Staff Development Workshop scheduled for tomorrow, June 10. The day is combined with training models and many fun activities.

Policy Revision Schedule: Section III, Buildings was presented by Ms. Fiss. She reviewed the policy and proposed her revisions. The Board reviewed the document and those areas were revised and given to Ms. Marchant-Shapiro who will include this material to the new manual.

Ms. Amodeo and Ms. Nolan presented a draft of a revised Collection Development Policy. The proposed document is 55 pages. The Library Board will make a decision to include this policy in the Library's policies and procedures manual.

New Business:

Meet the Staff: Ms. Amodeo introduced Ms. Nolan to the Board. Ms. Nolan gave a brief history of her education and work background. She spoke of her experience when she first began working at the Hamden Library and some of the past staff, which were all very positive and pleasant experiences. She added that she enjoys her work and dealing with the public. After further discussion, the Library Board thanked Ms. Nolan for her hard work and her time.

ALA Conference 2015: Ms. Amodeo presented the proposed request to attend the upcoming ALA conference in California. After a discussion was held, Ms. Marchant-Shapiro motioned to approve the expense of \$2,000 from the Library Gift Fund, unrestricted account, to support the expenses associated for Ms. Amodeo to register and attend the ALA conference. The motion was seconded by Ms. Esposito and passed unanimously.

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Library Board Gift Fund Update: The recent donation of \$20,000 was received by an anonymous donor. Ms. Amodeo added that this donor has made a number of annual contributions and then asked for suggestions of ideas of a gift to present to this donor on behalf of the Library. Many recommendations were presented and one in particular was to create a photo memory book of the library.

The Children's Corner newsletter was distributed. There are several programs scheduled for this summer and the newsletter has been distributed to the students of the Hamden schools. The bookstore will be open Saturdays to the library patrons.

At 8:45 p.m. Ms. Nolan withdrew from the meeting.

Library Director's Report: Ms. Amodeo's presented her monthly report. The Hamden Business Expo was held last month and the Chamber quoted Ms. Amodeo in their newsletter. The Town budget is all in place. A meeting with Mayor Curt Leng was held and Julie Smith was appointed as the Mayor's Aide.

Executive Session: Nothing to present.

The next Library Board's meeting is **Tuesday, July 14, 2015** at 7:00 p.m.

Adjournment: At 8:50 p.m. Ms. Marchant-Shapiro motioned to adjourn, seconded by Ms. Hatkin. The motion passed unanimously.

Recorded by,

Patrice A. LeMoine

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Clerk of the Commission

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