Danbury Library Board of Directors

Minutes of the Meeting

October 12, 2017

I. President Ned Moore called the meeting to order at 3:58 p.m.

PRESENT: Ned Moore (President), Gary Falkenthal, Robert Feinson, Jimmeta Samaha, Randolph Summ, Katy Pearson (Director), Rosemary Fasano (Friends President), Katharine Chung (Assistant Director)

Absent: Dimples Armstrong,

II. Minutes—September 14, 2017
*A motion was made to accept the Minutes of September 14, 2017 by Mr. Robert Feinson. It was seconded by Mr. Randolph Summ. It passed unanimously.

III. Finance—Mrs. Pearson reported that the September Board funds remain untouched. The revenue from the copier machines for September was $1,262 less $60 in maintenance. Mrs. Pearson also learned that there is $130,000 of Learmont Funds after talking with Dan Garrick but only the interest can be used. It was bequeathed for ESL program and materials use only. The Board asked Mrs. Buzaid to look into the original bequest.

The Board reviewed the recent Raymond James Quarterly Report and the September Board Funds Report. So far $18,316 has been received in fines and room fees. Based on the budget, we anticipate to make $41,383 by the end of the year.

*A Motion was made by Mrs. Joan Damia to accept the September, 2017 Finance Report. It was seconded by Mr. Randolph Summ. It passed unanimously.

IV. Friends Report—
Mr. Robert Feinson reported that the Friends made $35,500 in sales but expenses are still coming in. Discover Books, the recycle book company, had promised to show up with two trucks but they only sent one truck plus they came 1.5 hours late. Friends had to rent a dumpster so half the books went into the garbage. Thanks to Friends volunteers, the building was cleared by the required time. The Board wanted to know how many books were at the sale. Mr. Feinson couldn’t give a number but the number of cartons was higher but pretty much the same number of books when it was set up. The heart of the book sale is transport. Mrs. Damia commented that it is a great community service and helps people who need it. Mr. Feinson likes calling it a service and not a fund raiser.
V. Director's Report—

Statistics: The Assistant Director, Ms. Chung, reviewed the statistics with a monthly comparison. She and Mrs. Pearson continue to look at things to improve and see what people are using and what they need. More Naugatuck Valley Community College students are using our space and WiFi. Our summers are busy but September is more quiet.

Staffing: Mrs. Pearson reported that we are on hold with the library hires. The city is in the process of finding a new vendor for drug screenings. The previous vendor, Corporate Health, has closed its doors. The Teen Librarian has been notified of the delay.

Café:— Ms. Pearson is hoping for a November 1\textsuperscript{st} opening.

Future Development:— Mrs. Pearson reported that the parking lot project has been postponed until the spring. However, the oil tank will be removed and a gas line installed so there will be some parking disruption. The hallway and stairwell have been painted.

President Moore thanked Mrs. Pearson for her report.

President’s Report—On behalf of the Library Board, President Moore thanked all the people involved in the Book Sale. A lot of people worked hard and did a wonderful job.

VI. Adjournment—

*A motion was made by Mr. Gary Falkenthal to adjourn the meeting. It was seconded by Ms. Jimmetta Samaha. It passed unanimously.

This meeting adjourned at 4:36 p.m.

Submitted by,
Theresa Buzaid, Executive Secretary

\text{\underline{Ned Moore}}, President  \quad \text{Oct. 17, 2017}  \quad \text{Date}
*A motion was made to accept the Minutes of September 14, 2017 by Mr. Robert Feinson. It was seconded by Mr. Randolph Summ. It passed unanimously.

*Motion was made by Mrs. Joan Damia to accept the September, 2017 Finance Report. It was seconded by Mr. Randolph Summ. It passed unanimously.

*A motion was made by Mr. Gary Falkenthal to adjourn the meeting. It was seconded by Ms. Jimmetta Samaha. It passed unanimously.