

Danbury Library Board of Directors Minutes of the Meeting

October 11, 2018

I. President Ned Moore called the meeting to order at 4:05 p.m.

PRESENT: Ned Moore (President), Joan Damia, Gary Falkenthal, Randolph Summ, Katie Pearson (Library Director), and Katharine Chung (Assistant Library Director)

Absent: Dimples Armstrong, Jimmetta Samaha, Robert Feinson, Nelson Merchan (Friends Co-President), Shay Nagarsheth (Friends Co-President)

II. Minutes—

*A motion was made by Mr. Summ to accept the Minutes of September 13, 2018. It was seconded by Gary Falkenthal. It passed unanimously.

III. Finance—Ms. Pearson reported that the Library made about \$1,700 in copy and printing charges. There was a \$92 maintenance fee. The Library made \$1,000 in rental fees this month alone. No Board money has been spent at this time.

*A motion was made by Mr. Falkenthal to accept the September Finance Report. Mr. Summ seconded the motion. It passed unanimously.

IV. Friends Report—no Friend representative.

V. Director's Report—

Statistics: Ms. Chung reported that September is usually a slow month but a few things were higher this month. The number of people and total circulation always fluctuates. In August, our gates were down for 2 weeks and we lost numbers there. Library circulation is lower but the space is being used. Mr. Summ asked if downloadable content from home has an impact on the numbers but Ms. Chung felt it is hard to compare.

Staffing: Ms. Pearson is currently working on refilling vacancies. We are very lucky that we received permission to hire this week and the positions have been posted. The Commission had met on Wednesday to review applicants for the 2 full-time positions.

Café: Ms. Pearson had no updates to report on the Café at this time.

Future Development:

- Ms. Pearson was happy to report that the new study pod was installed yesterday. She is currently working with the company in setting up the reservation system for the pod and

installing a lock. Once these issues are resolved, the pod will be up and running. It is hooked up to the Library Wifi and has a TV.

- Strategic Report is being finalized and will be given to the Board next month and then voted on in December.
- Next month, we should hear the results about the state grant application for the shelving. Ms. Pearson is hopeful about receiving this grant as the Library has not applied for one in 20 years.
- Ms. Pearson expects the Junior Department will be unavailable for a few weeks during the dismantling of the old shelving and the installation of the new.

Innovation Center: Ms. Pearson reported that Mr. Kaltchnee continues to look for a larger facility.

VI. President's Report—President Moore reported on representing the Library Board at an informational meeting concerning Freedom of Information.

VII. Adjournment--

*A motion was made by Ms. Damia to adjourn the meeting. It was seconded by Mr. Summ. It passed unanimously.

This meeting adjourned at 4:34 p.m.

Submitted by,
Theresa Buzaid, Executive Secretary

Ned Moore, Pres.
Ned Moore, President

Oct. 16, 2018
Date

MOTIONS OF THE BOARD OF DIRECTORS

OF THE DANBURY PUBLIC LIBRARY

October 11, 2018

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