

Danbury Library Board of Directors

Minutes of the Meeting

January 10, 2019

- I. President Ned Moore called the meeting to order at 4:00 p.m.

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

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

- II. Minutes—

*A motion was made by Mr. Summ accept the Minutes of December 13, 2018. It was seconded by Ms. Damia. It passed unanimously.

- III. **Finance**—Ms. Pearson reported that there were no Board expenses in December. The library's copy receipts for the month was \$619 and \$74 for maintenance.

*Mr. Summ made a motion to accept the Finance Report. Ms. Damia seconded it. It passed unanimously.

- IV. **Friends Report**—there was no Friends report. Ms. Damia commented on the Friends recent email asking for volunteers.

- V. **Director's Report**—

Statistics: Ms. Chung reported that the December numbers reflect a slow month in general. However, downloadable content, program numbers and meeting rooms appear to be increasing. The pod had 44 people use it this month. The computer use was down, most likely as a result of the library being slow during the month of December.

Staffing—Ms. Pearson is waiting for the new children's programmer to start at the end of January. The test for the new full time clerk is scheduled for the week of January 21st and we just hired a new part-time librarian.

Café:— The lease renewal is due. Considering his monthly income, the operator is seeking a lower rent. Ms. Pearson advised him to present his request in writing to the Corporation Counsel and she will contribute her opinion when and if the issue reaches the City Council.

Future Development:

Junior Shelving—Ms. Pearson announced that we are all set on our end. The City sent a letter to the state and now we have to wait for the state to bond their money. Once bonded, we can sign the contracts.

Ms. Pearson explained to the Board that the City budget is due today and she had submitted a flat budget. The Mayor has warned of a 5-10% decrease. Our only cost issue is the security contract which will go up every September. We are looking to go back out to bid.

We have national library week in April. The staff is working on coordinating items with our strategic plan. Also in June, the Library will be 150 years old. We held our first planning meeting for events in June.

Innovation Center: no report.

VI. **President's Report—** time for elections.

***Board Secretary, Ms. Damia, made a motion to accept the slate of officers as presented:**

Mr. Ned Moore, President

Mr. Randolph Summ, Vice President

Mr. Gary Falkenthal, Treasurer

Ms. Joan Damia, Secretary

Mr. Summ seconded the motion. It was unanimously approved.

IX. **Adjournment--**

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

This meeting adjourned at 4:18 p.m.

Submitted by,
Theresa Buzaid, Executive Secretary

Ned Moore, Pres.
Ned Moore, President

Jan. 11, 2019
Date

**MOTIONS OF THE BOARD OF DIRECTORS
OF THE DANBURY PUBLIC LIBRARY**

January 10, 2019

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***Mr. Summ made a motion to accept the Finance Report. Ms. Damia seconded it. It passed unanimously.**

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**Mr. Ned Moore, President
Mr. Randolph Summ, Vice President
Mr. Gary Falkenthal, Treasurer
Ms. Joan Damia, Secretary**

Mr. Summ seconded the motion. It was unanimously approved.

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