

# Danbury Library Board of Directors

## Minutes of the Meeting

April 11, 2019

I. President Ned Moore called the meeting to order at 4:03 p.m.

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

**Absent:** Dimples Armstrong, Nelson Merchan (Friends Co-President), Shay Nagarsheth (Friends Co-President)

II. Minutes—

**\*A motion was made by Mr. Summ to accept the Board Minutes of March 14, 2019. It was seconded by Ms. Samaha. It passed unanimously.**

III. Finance—Ms. Pearson reported there were no expenditures last month. We received \$1,195 in printer fees and charged \$84 in maintenance. Ms. Pearson is waiting for the Bond Commission to meet in May. If and when she receives word on the grant, she will then decide on the timeline for the Junior Department shelving project.

**\*A motion to accept the Finance Report was made by Ms. Damia. It was seconded by Mr. Summ. It passed unanimously.**

**\*Mr. Falkenthal made a motion to approve the FY 2019-2020 city budget as approved in the budget committee meeting. It was seconded by Mr. Summ. It passed unanimously.**

IV. Friends Report—no Friends report.

V. Director's Report—

**Statistics:** Ms. Chung reported that March was a good month. Overall for the year, the numbers have increased. She believes our increased outreach with schools is an important part of these numbers. We are trying to stay focused and keep communication lines with the schools consistent. We do have many requests for school visits and the Junior Department is working together to fill all of the requests.

**Staffing—**Ms. Pearson has completed the interviews for a full time clerk and she is now waiting for the results. An updated job description was completed for Ms. DeJong's position and submitted to the commission for approval. Ms. Pearson was sad to report that Mr. John O'Donnell has decided to retire on June 28<sup>th</sup>. Ms. Pearson invited the Board to attend the retirement party on June 26<sup>th</sup>. President Moore says Mr. O'Donnell is very well appreciated in the community. We are also looking for 2 part-time librarians (one is moving away).



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

**April 11, 2019**

**\*A motion was made by Mr. Summ to accept the Board Minutes of March 14, 2019. It was seconded by Ms. Samaha. It passed unanimously.**

**\*A motion to accept the Finance Report was made by Ms. Damia. It was seconded by Mr. Summ. It passed unanimously.**

**\*Mr. Falkenthal made a motion to approve the FY 2019-2020 city budget as approved in the budget committee meeting. It was seconded by Mr. Summ. It passed unanimously.**

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