

Danbury Library Board of Directors

Minutes of the Meeting

September 12, 2019

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

PRESENT: Ned Moore (President), Joan Damia, Deborah Gogliettino, Katie Pearson (Library Director),

Absent: Dimples Armstrong, Gary Falkenthal, Randolph Summ. Nelson Merchan (Friends Co-President) and Shay Nagarsheth (Friends Co-President)

- II. Minutes—

***A motion was made by Ms. Damia to accept the Board Minutes of July 11, 2019. It was seconded by Ms. Gogliettino. It passed unanimously.**

- III. New Business—President Moore read the resignation letter of Board member Jimmetta Samaha dated August 24, 2019. A reply letter was drafted at the direction of President Moore acknowledging her service to the Board.

- IV. Finance— Ms. Pearson reported August was a good month for copier and print monies (\$1,900) and \$83.00 in maintenance costs. Our only expense was membership for IUG—Innovative Users Group—our ILS system for the computers.

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

- V. Friends Report—No representative/no report.

- VI. Director's Report—

Statistics: Due to the Board's recess in August, the stats provided were for July and August. Ms. Chung reported that the upward trends from last year seem to be continuing for: downloadable content, meeting rooms usage, and program attendance. We have been working to do a lot of outreach, especially to WCSU and Naugatuck Community College. Our meeting room use has been going up. Our Pod is averaging about 60 uses a month. We feel that once our patrons realize that they can book the Pod themselves, it's usage will continue to increase. Concerning community engagement, we continue to reach people remotely.

Staffing— Ms. Pearson has completed hiring 3 new full-time positions: Brian Amero (LTA—Maryellen's replacement); Katherine Mostacero (librarian—John's replacement) and Christine Ranno (clerk—Ellen's replacement). Ms. Pearson just hired 1 part-time clerk.

We also received a resignation letter from Jeanette Simone due to health issues. We left the door open for her to come in and volunteer.

Café:— no report.

Future Development:

Ms. Pearson reported that we had over 850 people participate in our summer reading program. Also, we hosted 186 programs and had over 6,000 participants in 8 weeks. We are looking forward to a busy fall as well and more outreach to schools.

Ms. Pearson requested Board approval to close early at 5 p.m. on Thanksgiving Eve, Christmas Eve and New Years Eve, unless the city closes earlier.

***Ms. Damia made a motion to approve a 5 p.m. closing on the upcoming Thanksgiving Eve, Christmas Eve and New Years Eve unless the city closes earlier. It was seconded by Ms. Gogliettino. It passed unanimously.**

Ms. Pearson presented to the Board *Guidelines for Animals in the Library*. This is not a policy but puts in writing what we already do.

Innovation Center: No update to report.

VII. **President's Report**— welcomed Board members back from vacation.

IX. **Adjournment**--

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

This meeting adjourned at 4:17 p.m.

Submitted by,
Theresa Buzaid, Executive Secretary

Ned Moore, Pres.
Ned Moore, President

Sept. 17, 2019
Date

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

September 12, 2019

*A motion was made by Ms. Damia to accept the Board Minutes of July 11, 2019. It was seconded by Ms. Gogliettino. It passed unanimously.

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

*Ms. Damia made a motion to approve a 5 p.m. closing on the upcoming Thanksgiving Eve, Christmas Eve and New Years Eve unless the city closes earlier. It was seconded by Ms. Gogliettino. It passed unanimously.

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