

Danbury Library Board of Directors Minutes of the Meeting

October 10, 2019

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

PRESENT: Ned Moore (President), Joan Damia, Deborah Gogliettino, Gary Falkenthal, Randolph Summ, Dawn Reshen-Doty (Friends Co-Treasurer), Katharine Chung (Assistant Library Director)

Absent: Dimples Armstrong

II. Minutes—

*A motion was made by Ms. Damia to accept the Board Minutes of September 12, 2019. It was seconded by Ms. Gogliettino. It passed unanimously.

III. Finance— Ms. Chung reported that the copy machines made \$1,050 last month and charges were about \$100. The Bonding Commission keeps postponing and canceling meetings so there is no word about when our grant will be released.

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

IV. Friends Report—Ms. Reshen-Dot from Friends reported there are new Friends Board members and the Board is doing some focus studies on improving the Board and Friends. The book sale is this weekend. The Friends volunteers are learning the bar coding system and the Friends are now selling our rare books on Amazon. Also, Friends are establishing online donation capabilities.

V. Director's Report—

Statistics: Ms. Chung reported nothing really major although there was an issue with the gate counter. Program attendance this year is better than last year. We are doing a lot of outreach. President Moore commented on seeing the article in the paper with Ms. Garrison at the nursing home and the new grant opportunity for teens. Ms. Chung stressed that we have been focusing on what we are offering—quality over quantity. Story time averages 45 children, and the pod consistently has over 50 uses per month. Circulation trends are lower across all libraries, which is why we focus on offering more digital services. The library is a community center, and patrons use our space to work and to attend programs.

Staffing: The Library is currently looking for a part-time clerk and part-time librarian. Our full-time clerk, Liz Santore is retiring from the Library after 36+ years at the end of November. We will host a retirement luncheon for her on November 13th.

Café:- No Report

Innovation Center: No Report

Future Development: We are developing a marketing plan for the spring. Also, we are looking to revamp the TV viewing area in the LTC.

VI. **President's Report**— No Report

IX. **Adjournment**--

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

This meeting adjourned at 4:40 p.m.

Submitted by,
Theresa Buzaid, Executive Secretary

Ned Moore, Pres. Oct. 16, 2019
Ned Moore, President Date

MOTIONS OF THE BOARD OF DIRECTORS

OF THE DANBURY PUBLIC LIBRARY

October 10, 2019

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

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