

Newington LBOT Meeting Minutes 4/11/16

Present: Trustees Steve Bush (S), Jack O'Reilly (J), Cathy Hazelton (C), Library Director Lara Croft (LC), Former Trustee Lee Lamson (LL), resident Dave Turbide

Meeting called to order by Chair S at 2:06

Minutes: Moved by C, seconded by J to accept the public and non-public minutes of 3/14/16. Accepted 3-0

Treasurer's Report (on file in the library): A copy was handed out for review. We are on track-no problems. We received the Trust Funds' quarterly interest payment in the amount of \$1393.35 which is less than in the past and expected to be less.

Director's Report:

- Building risk assessment has been completed by the Police Department-awaiting the results.
- Patron visits are at record levels!
- Annual review scheduled for two employees
- Poetry night is scheduled for April 13th @ 7PM
- Website redesign is complete. Now we are adding content before launching. The new version will be very user friendly.
- Friday Family Hour is doing well with usually 3-5 children and a high of 9 plus adults.
- Our Librarian Mary just celebrated her 15th anniversary working here.
- J will work with LC on employee recognition methods.
- We received a \$250 grant titled *Kids Books and the Arts*
- It is National Library Week. C offered to make up gift packs for the staff.

Policy Reviews/Updates: On a vote of 3-0 with a motion by J and second by C the following policy updates were approved with indicated changes:

- ADA-recognize that we now are compliant
- Fax/Copy-Corrected phone number
- Material Selection- type-o corrected
- Museum Reimbursement-remove reference to a nonexistent list
- Video/DVD- not allow children under 10 to check them out. Change max time to have TV series checked out to 2 weeks
- Volunteers-removed application. Removed list under "including"
- Full LBOT Approval page has been removed.

Patron Behavior policy- remove the food restriction section, added section on offensive speech, removed reference to family cards (NOT approved-still being worked on).

Next Meetings: 5/9/16 @ 2:00PM for regular business.

Adjournment: At 3:36, moved by J, second by C to adjourn. Approved 3-0.

Respectfully Submitted, Jack O'Reilly

ACCEPTED