

## Newington LBOT Meeting Minutes 3/24/15

**Present:** Trustees Lillian Wilson (LW), Jack O'Reilly (J), Lee Lamson (L), Steve Bush (S). Library Director Lara Croft (LC)

Meeting called to order by acting Chair S at 6:00

**Officers:** J moved to elect the following officers for the upcoming year: Chair Steve, Vice-Chair Jack, Treasurer Lee, and Secretary Jack. Motion approved 4-0

**Future Meetings:** After some discussion it was agreed to hold scheduled meetings on the third Tuesday of the month.

**Minutes Book:** It was agreed to place the book where the public will have easy access.

**Minutes:** Moved by L, seconded by J to accept the public and non-public minutes of 2/24/15. Approved 3-0 (LW abstained-not present).

**Treasurer's Report:** The budget is tight. Report is on file in the library.

### Director's Report:

- Parking lot ice-one patron recently slipped and fell. Lara has frequently been contacting the Highway Agent and town hall.
- The smell (dead mouse?) in her office is abating.
- She is working on collection development-audio cassettes have been removed (not being used). She is looking at audio CDs to order
- Children's videos have been separated into age appropriate sections-younger kids videos are now in shelves in front of the kids' room & easier to reach.
- She has met the school principal,
- She has met with a police officer who has scheduled a building threat assessment. Lara is working on setting up a meeting with the Fire Department.
- She has physically separated the two public-use computers for better privacy
- She is working on staff cross-training
- An HDMI enhancer has been installed for better wireless reception
- She has scheduled the first Book Club (same book –two session). The first book will be Sarah Blake's *The Postmistress*. Meetings will be announced and are 4/7 at 10:30 and 4/22 at 6:30
- The library needs a new camera
- We will keep using Constant Contact as the vendor for our newsletter

- She recently experienced a Facebook harassment (cyber bullying?) by a former Library Trustee. The LBOT and Lara were quite upset by this uncalled for instance and hope it doesn't happen again.
- Library Assistant, Gail Klanchesser, last day 3/25 and Custodian Dede Walsh, last day 4/3 have given their resignation. Both have been valuable assets to the LBOT and will be greatly missed. Lara is working on a replacement for both (cleaning company or individual for Dedel)
- Lara is considering hiring and training people to substitute for staff in their absence.
- The Birchtree volunteer has started. An acquaintance of Lara's is helping out with the children's collection on a voluntary basis.
- She has reorganized the Director's files.

**Next Meeting:** April 21, 2015 at 6:00.

**Adjournment:** At 7:52, moved by J, second by L to adjourn. Approved 4-0.

Respectfully Submitted

Jack O'Reilly