

STRATFORD LIBRARY ASSOCIATION
May 21, 2015

The Stratford Library Association Board of Trustees meeting was called to order by Board Secretary Meg Bachtel at 7:05 p.m.

Members present:

Meg Bachtel
Maria Ferrera
Tom Hall
Deb Perman
Robert Smith

Constantine Chagares
Karla Glad
Judy Hampel
Peg Sheahan

Members absent:

Norman Aldrich, exc.
Susan Fennell, exc.
Shelley Hall, exc.
Doreen Jaekle, exc.
Joel Pleban, exc.
Robyn Proto, exc.
Steven Unger, exc.

Judith Crudo, exc.
Tory Florek, exc.
Edvena Jackson, exc.
Joseph Janucik, exc.
Barb Poisson, exc.
Cynthia Smith, exc.

Also attending: Barbara Blossveren, Director, Sheri Szymanski, Assistant Director, Colin Townsend, Youth Liaison and Heather Silverman, Administrative Assistant.

PRESIDENT'S REPORT:

No report.

APPROVAL OF MINUTES:

Ms. Bachtel motioned to approve the minutes, seconded by Mrs. Glad and approved unanimously.

SECRETARY'S REPORT:

Ms. Bachtel read correspondence from Paula Nizzardo of Parents Place, thanking the library for hosting the Book and Boogie Beach Party in March. 57 preschoolers and their parents attended and had a great time. Ms. Bachtel also read a thank you letter from Ray O'Donnell of Sterling House, thanking the library for its ongoing food drive collection for the Sterling House food pantry.

TEASURER'S REPORT:

Ms. Ferrera reported that the Town Operating is 85% spent. There will be budget transfers under New Business. The Board Report reflects the Town grant, which covers the library salaries. After reviewing both the Town and Board reports, Mr. Chagares motioned for approval, seconded by Mr. Hall and approved unanimously.

DIRECTOR'S REPORT:

Mrs. Blossveren reported that the library continues to offer numerous successful programs. April was an extremely busy month. The gala was well attended and guests enjoyed having it at Oronoque. Keeping it off site enables the library to stay open that entire weekend; this is very beneficial to the public. The library budget was accepted as proposed. It is a very realistic budget. The Capital requests have been approved for new public PC's and for the ceiling, duct

work and lighting project to begin after Summer Reading is complete. Mrs. Blossveren reported that she is optimistic that some of the state funding for Connecticut libraries will be restored. Several library staff members attended a rally in Hartford in support of the Ct State Library budget. Librarians spoke with state representatives, urging them to restore funding. Mrs. Blossveren, Ms. Szymanski and Mrs. Simpson met with Mrs. Florek and Mrs. Schmidt from Stratford Public Schools to discuss the Daily 5 and review Tumblebooks Jr. which the library recently purchased. Mrs. McFadden and Mrs. Jones visited the Stratford Continuing Education ESL and GED classes on April 20. They spoke to 6 classes and issued 13 library cards. Mrs. Gledhill was the guest speaker at Rotary on April 21. She demonstrated Lynda.com, distributed pamphlets for premium web services and encouraged non-resident Stratford business owners to open corporate library cards. The library welcomed two new Pages, David Wiegand and Gabe Williams, who started in May. Many library staff attended the Connecticut Library Association Conference on April 27 and April 28 in Mystic.

ASSISTANT DIRECTOR'S REPORT

Ms. Szymanski reported that circulation has experienced a jump of 31% with the use of Tumblebooks continuing to skyrocket. Children's Easy Readers, Adult DVDs and Periodicals were also popular this month. Public wifi use saw an increase of 854% over last year. The Library's premium web services increased 42% over this month last year, due to heavy usage of AtoZ World Culture, Consumer Reports, Mango Languages and Lynda.com. The Marketing/Branding Project collaboration with the student team from Sacred Heart University continued in April. A logo contest was held. The winning logo was designed by a local graphic artist. We hope to unveil the new logo soon. The State Library announced that they had selected a new vendor for the ReQuest Statewide Database, which has been a resource since the 1980s. The new vendor is Bibliomation and the migration will take place during the slower, summer months. ILLs will be limited during this time. Envisionware LPTOne software was updated with new printing capabilities for wireless devices. The upgrade will also offer patrons the ability to print from home.

YOUTH LIAISON REPORT:

Mr. Townsend reported that the Teen Department held its 3rd 6th Grade Finish Line program. Teens played the wii, board games and did arts & crafts. Rising Stars@SLA will be held on June 13 from 12:00 – 5:00. A tee shirt is being designed for the event. It's open to everyone and the Library Board is urged to come.

BOARD OF EDUCATION LIAISON REPORT:

No report.

COMMITTEE REPORTS

DEVELOPMENT COMMITTEE:

Ms. Bachtel reported that the committee met on Tuesday. They discussed developing relationships with businesses in the community in hopes that it will lead to financial donations. The committee will be working on revisions to the Associate thank you letter. They will be looking to call and thank Associates personally. The committee would also like to push a United Way initiative for getting donations to the library. Mrs. Perman reported that the Ninety Nine Dine Out Night was a success. \$311.37 was raised for the library. Thank you to all who attended. Also, Two Roads donated \$1,368 in celebration of National Poetry Month in April!

GALA COMMITTEE:

No report.

FINANCE COMMITTEE:

No report.

BOOK COMMITTEE:

Mrs. Glad reported that the Book Sale is June 4, 5, 6 and 7th. Set up will begin on May 29th. Please sign up to help. Signup sheets were passed around the table.

BUILDING AND GROUNDS COMMITTEE:

Mr. Smith reported that 2 metal doors have been replaced on the roof and in the cave. The old ones were corroded. He encouraged everyone to take a look at the beautiful new plantings in the front of the building. The new back book drop was installed yesterday. There are ongoing plans for improvements using approved capital requests. Ms. Ferrera mentioned that one of her friends may be interested in donating a tree to the library. Ms. Szymanski reported that we do have 2 saplings growing from our Copper Beech tree.

ADMINISTRATIVE REVIEW:

No report.

GRIEVANCE/NEGOTIATIONS:

No report.

TRUSTEE REPORT:

No report.

ENDOWMENT:

Mr. Chagares reported that they would set up a date for the Life Members to meet with the Financial Advisors.

NEW MEMBER COMMITTEE:

No report.

SCHOLARSHIP COMMITTEE:

Ms. Bachtel reported that the 2 scholarship winners will be notified on June 3. They will be invited to our July Board meeting. A reception will be held before the meeting. They will be presented their checks at the reception.

OLD BUSINESS:

No old business.

NEW BUSINESS:

Ms. Ferrera reported that there are budget transfers to be done in May. The Board is requesting transferring funds from Pension, Social Security, Health Insurance, Office Supplies, Utilities, Bibliographic Utilities and Contingency and adding the funds to Periodicals, Media, Electronic Subscriptions, Insurance, Contract Maintenance, Teen Programs and Automated Services. Mr. Hall motioned for approval, seconded by Mr. Smith and approved unanimously.

Ms. Szymanski reported that the library is in the beginning stages of a renovation to the Children's Department, which needs Board approval to file a notice of intent. The State Library handles the application. We will apply for a state grant for a public library renovation. The deadline is June 30, 2015. Mr. Chagares motioned for approval to apply for the grant, seconded by Mr. Hall and approved unanimously.

There being no further business, a motion was made by Ms. Ferrera to adjourn at 8:17 p.m., seconded by Mr. Hall and approved unanimously. The Board will meet next on June 18, 2015 in the Board Room.

Respectfully submitted,

Meg Bachtel
Secretary

ANY INDIVIDUAL WITH A DISABILITY WHO NEEDS SPECIAL ASSISTANCE TO PARTICIPATE IN THE MEETING SHOULD CONTACT THE ADA COORDINATOR, SUSAN PAWLUK AT 385-4020 OR 385-4022 (TDD) 5 DAYS BEFORE THE MEETING, IF POSSIBLE.