

STRATFORD LIBRARY ASSOCIATION
SEPTEMBER 15, 2016

The Stratford Library Association Board of Trustees meeting was called to order by Board President Judy Hampel at 7:03 p.m.

Members Present:

Michael Aloï	Constantine Chagares
Meg Bachtel	Maria Ferrera
Tory Florek	Karla Glad
Thomas Hall	Judith Hampel
Edvena Jackson	Joseph Janucik
Deborah Perman	Joel Pleban
Robyn Proto	Peg Sheahan
Cynthia Smith	Robert Smith

Members Absent:

Shelley Hall, exc.	Doreen Jaekle, exc.
Kim Kadeem, exc.	

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

PRESIDENT'S REPORT:

Mrs. Hampel introduced new Board member, Michael Aloï. Everyone introduced themselves and told Michael how long they'd been serving on the Board. Mrs. Hampel also thanked the staff and board for their hard work on the first "Friend Raiser". She was very impressed.

APPROVAL OF MINUTES:

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

SECRETARY'S REPORT:

No report.

TREASURER'S REPORT:

Mr. Pleban reported on the July and August Operating and Board reports. He went over the lines thoroughly and asked if there were any questions. After reviewing the July and August Operating reports, Mr. Smith motioned for acceptance, seconded by Mrs. Perman and approved unanimously. After reviewing the July and August Board reports, Mr. Chagares motioned for acceptance, seconded by Mr. Smith and approved unanimously. Mr. Pleban also presented his Annual Report to the Board. A hard copy is on file in the Administration office.

DIRECTOR'S REPORT:

Ms. Szymanski reported that the team managers at the library got together and purchased a Pancake printer. IT was tried out at our annual Labor Day staff luncheon. It prints pancake batter onto a griddle in a shape or picture that is downloadable. It will take some practice to make perfect pancakes. All who participated had fun seeing it in action. Summer reading in all departments wrapped up. All departments were successful and had over 1,200 participants. The most popular Children's raffle prize

was the Librarian for the Day. Over 1,000 children entered to win. One girl and one boy were chosen. Emilie Silverman and Stephen Calzone both had a great time spending the day here. Staff in every department welcomed them and a good time was had by all. The Harry Potter Midnight Launch Party was held on July 30-31. Over 100 enthusiastic would-be wizards and witches of all ages attended the late night festivities. Anyone who paid for a book was able to take one home at midnight. Pokémon GO Day was a huge success. A full day of Pokémon themed activities, including lures every half hour drawing gamers into the library. One Book, One Stratford planning is in its final stages. The program kicks off on October 9th and runs through November 13. If you haven't already, pick up a copy of *Gaining Ground* by Forrest Pritchard to read. The Hudson Shakespeare Company held very successful showcases over the summer. They performed the Edward II plays in July and the Henry IV plays in August for crowds of over 100 each time. The Nina et Cetera Band returned to the Library on a hot July night. Over 45 attended the concert, which provided historical overviews for all of the songs performed. Special Children's programs included the Frisbee Guy, Yo-Yo Guy, Cheerleading demonstration, Magic with Jay Reidy, Hula Hoop performer and a Martial Arts demonstration. It was a very busy summer! Several community groups met at the library including: a Financial Assistance Seminar, LiveGreen CT's Help a Neighbor Out! Series and the annual Stratford Continuing Education Fall registration. We have had several fun outreach opportunities with the public. Staff visited Short Beach, the Farmer's Market in Paradise Green and Joey Co's for Green Drinks. The Children's Department hosted their annual Barnes and Noble Fundraiser Tech Fair on July 16th. 130 people participated in several activities, including playing with LittleBits circuits, Lego Transformers and magnets; making box cars and paper airplanes. The Turtle Dance concert to celebrate Because Amelia Smiled, sponsored by the Miss Soto Literacy Legacy Fund drew an enthusiastic crowd. The books are in every K-6 classroom in the Stratford schools.

ASSISTANT DIRECTOR'S REPORT

Ms. Diorio reported that Pokémon GO! Day brought 1,034 more patrons in the door on Monday August 29th than the previous Monday. The library has applied for a Connecticut State Library Construction Grant to renovate and reconfigure the Children's Department, creating larger, flexible-use programming space and adding an ADA compliant public restroom. The application should be decided upon by the end of November. This grant would be used along with the Capital Budget request the Library submitted through Public Works. Ms. Diorio and Ms. Szymanski met with art conservator Patricia Garland in late August. She studied four paintings owned by the library and reported on their condition and what treatment and repairs each needs. Remote use of the Library resources is on the rise. Use of databases was up 102% from last year with Ancestry.com, JobNow, Mango Languages, Newsbank and Morningstar being the most popular. Patrons were also accessing the Library catalog from home more frequently and were asking more reference questions remotely via phone or email. Circulation of downloadable media was up from last summer. Patrons used OverDrive Media to borrow 56% more ebooks and audiobooks. The library started a new lease for copy machines with A&A Office Systems. We received 4 new copiers capable of color copies as well as black and white. The color copy and color printing price was adjusted to 50 cents. The public has been happy of this new service and new price. The library's credit card processing machine was upgraded to include a chip reader, which meets the world standard for credit card processing.

YOUTH LIAISON REPORT:

Mr. Townsend reported that the end of summer finale was a great success. One lucky winner received an iPad mini. Every Teen Tuesday had approximately 30 teens in attendance. The 6th Grade Finish Line programs had a nice turnout. It is a relaxed event for soon to be 7th graders to socialize. There is a new theatre group being formed. More to come on that next month. Chris B. has been teaching teens to use equipment in the UCreate space. They need to become certified to use the equipment on their own. This certification may enable them to show patrons how to use the equipment.

BOARD OF EDUCATION LIAISON REPORT:

Mrs. Florek reported that the 2nd and 6th graders are getting excited for their class visits to the library. The Daily Five is in full swing, so the students will begin using Tumblebooks again.

COMMITTEE REPORTS:**DEVELOPMENT COMMITTEE:**

Mrs. Smith reported that the first Friend Raiser was held on September 11th. She thanked the staff and board for attending. It was a special program for our donors. Mrs. Smith would like to start planning for the Thank-a-thon, which will be held in February, to thank Associates. Ms. Szymanski thanked Ms. Ferrera for the donation from Tyler Holloway's Memorial Fund to cover some of the expenses for the Friend Raiser event.

GALA COMMITTEE:

Mrs. Proto asked Board members to please consider joining the committee. She is hoping to get more people involved. She also asked that people begin thinking about new sponsors.

FINANCE COMMITTEE:

No report.

BOOK COMMITTEE:

No report.

BUILDING AND GROUNDS:

Mr. Smith reported that Pat Hannon fixed the front steps where concrete chunks were missing. The 2nd phase of the HVAC project is scheduled to begin in November. The work will be taking place in the space underneath the Lovell Room. The new air handling unit broke down twice due to an earth fault code. They had to adjust the voltage to decrease the sensitivity in monitoring.

ADMINISTRATIVE REVIEW:

No report.

GRIEVANCE/NEGOTIATIONS:

Mr. Chagares reported that payroll and health insurance were negotiated successfully. Negotiations will open up again in June 2017.

TRUSTEE REPORT:

No report.

ENDOWMENT:

Mr. Pleban reported that the Endowment Fund is +.7% for the year. Members met with the investment advisor in May. The discussion included a review of the portfolio, the performance over the past year and some suggestion for reallocating the assets between accounts.

NEW MEMBER COMMITTEE:

No report.

SCHOLARSHIP COMMITTEE:

Ms. Bachtel reported that 2 Stratford Library Board scholarships were distributed this year's recipients at the July meeting. The committee will review the application before putting it out to the schools in the spring.

OLD BUSINESS:

Ms. Sheahan reported that the By-Laws committee met to review Board By-Laws. They are in good shape. She was able to research very old statutes. A new article was inserted. Article 3 covers Governance. The committee would like to change The House Committee to the Building & Grounds committee. Also, it was recommended that the immediate past president be added to the Executive Committee. Mr. Chagares requested that Town be added to members appointed to three year terms by the Town Council under Article 3.

NEW BUSINESS:

Mrs. Hampel is looking for volunteers to update the blue Board binders.

Ms. Ferrera asked about the possibility of having a Library Team for the Vicki Soto 5k on Saturday November 5. It was determined that a team will be created using the online registration. Anyone interested in joining is free to select the SLA team when signing up.

There being no further business, a motion was made by Mr. Janucik to adjourn at 8:25 p.m., seconded by Ms. Sheahan and approved unanimously. The Board will meet next on October 20, 2016 in the Lovell Room at 7:00 p.m.

Respectfully Submitted,

Deborah Perman
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.