

Andover Library Board

May 9, 2018 Meeting Minutes

Call the meeting to order: Secretary, Dianne Grenier at 7:08pm. Dianne asks Julie to run the meeting.

Present: Board Members: Linda Fish, Dianne Grenier, Lisa Kurtz and Julie Victoria. Board Alternates, Jeff Ballard and Sharon Shevchenko. Librarian, Amy Orlomoski and Friends President, Gretchen Stein.

Absent: Cathy Desrosiers.

Dianne motioned to seat Sharon Shevchenko to replace Cathy Desrosiers. Julie 2nd – Approved by all.

Changes to the Agenda:

- 5a) Budget
- 8c) Arbor Day participation
- 8f) Note on back door
- 8g) Thank You notes
- 8h) New cleaning crew
- 8i) Selling of coffee table and red chairs
- 7c) add “Friend’s Wish list”
- Change Friends of the Library to separate line item

Adoption of Agenda: Motion made to accept by Julie~ 2nd by Sharon ~ Approved by all.

Amy to e-mail Meeting Agenda to Dianne prior to distribution to board members for her additions.

Dianne will file Agenda with Town clerk and Administrator’s Assistant prior to meeting.

Approval of Secretary Meeting Minutes for April 9, 2018:

Motion by Linda to accept ~ Second by Julie ~ Approved by all

April Librarian and Financial Report: Motion to accept by Linda~ Second by Lisa ~ Approved by all

Librarian Report: Circulation: 1,102, Collection size: 19,512, Public Computer usage: 80 hours, 18 programs with 243 in attendance (added Auction participants to reported totals). Total patrons: 888. Many items lower than last month. Amy gives update on upcoming programs.

Financial Report: Budget vs. Actual looking good. Amy to send new budget with 3% increase to Librarian to board members. Computer cost high. Disconnected from CEN (CT Educational Network) server in April. Now with Comcast.

CEN Fiber optics Update – on track and on schedule for spring of 2019. Amy submitted application. It was simple and State was very helpful.

Unfinished Business: Library Board Task Lists:

Burns Computer coming Tuesday to evaluate system

Jeff to mount CO Detector and Defibrillator

Sharon to take on task of organizing Library Photos. Members to get photos to her. To ask Friends group to pay photo printing costs.

New Business:

Motion by Julie and 2nd by Sharon to approve \$100 for Librarian to attend Book Expo in NYC – Approved by all.

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Friends of the Library Comments Friends president Gretchen Stein.

Gift certificates will be given to Cathy Campen and Carol Lee for their participation with Auction
Auction was a great success (\$5,235.75) with new location and new auctioneer (Cathy Campen)
Lawn signs have become a concern because of new Auction location.
Friends Annual meeting to be held May 22 at 5:45pm.
Subway fundraiser to be July 29th.
Possible "Paint Night" fundraiser in the fall
Membership currently at 115. Record number is 130. Hope to break the record.
Summer Concert at the Gazebo will be "Hot Flashes" on Thursday, July 26th.

Other business:

Dianne sent Thank You notes to Ron Bisson and Friends group in appreciation for support.
Dianne to send Thank You notes for donations in memory of Carolyn Sheehan.
Discussion regarding note near rear door. Dianne to check septic photos for clarification.
Continue to try and sell coffee table and two red chairs. Chairs to be sold for 2 for \$30.
Librarian likes new cleaning crew. They supply their own paper goods. Cleaning done on Fridays.
Irrigation system to be combined with brick walkway project. More details needed before presenting to Friends for funding.

Adjournment: Motion to adjourn by Julie at 8:41pm All approved

Next Meeting: June 4, 2018 7:00pm Andover Public Library

Respectfully Submitted by Dianne Grenier, Library Board of Directors, Secretary

THESE MINUTES ARE AN UNAPPROVED DRAFT UNTIL ACCEPTED BY THE ANDOVER LIBRARY
BOARD OF DIRECTORS.