

DRAFT
Prosser Public Library
Library Board of Directors
March 12, 2019

Attendance: Roberta LaMonaca (*Library Director*), Joan Geetter (*Chairperson*), Beverlee Merritt (*Vice-Chairperson*), Martha Brackeen-Harris (*Secretary-Treasurer*), Ava Biffer, Penny Pearson (*Friends of the Library Representative*)

Absent: Harvey Frydman

Quorum present? Yes, 5 of 6

J. Geetter called the meeting to order at 5:00 p.m.

Roll Call – J. Geetter performed roll call and noted the absence H. Frydman.

R. LaMonaca requested that **Volunteer Appreciation Reception** be added to New Business on the agenda.

Report from the Friends of the Library

Summer Reading/Summer Intern – At their last meeting, the Friends approved \$8000 in funding for this year’s summer reading program, and \$2000 for a summer intern.

Chairperson’s Report – The chairperson had nothing new to report.

Director’s Report

Spotlight Sundays – R. LaMonaca thanked the Friends for their support of the successful Spotlight Sunday series. 82 people attended the recent concert. Due to high attendance, the library is exploring a setup plan that would allow for concerts in the 1st floor reading area, which is more spacious.

Summer Intern – R. LaMonaca thanked the Friends for funding the summer internship. Applications will be due in April, and interviews will follow shortly after.

Summer Reading – With the Friends funding approved, library staff has begun planning for summer reading.

Town Manager’s Office Intern – The library will host the town manager’s office intern, Ten’a Gamble, all day on Friday, March 29th. Ten’a will work with different staff members throughout the day.

Technology Upgrades – Scott Sharlow and Chris Siloac recently upgraded the network switches at Prosser, resulting in a more efficient and reliable network. In addition, the library has ordered and received new touchscreen laptops for its laptop computer lab.

Archer Mayor Luncheon – The library is working with Wintonbury Hills Golf Course on final details of the Archer Mayor luncheon. The author selection has generated positive feedback thus far, including from fellow librarians.

Old Business

Pop-up Library at Hooker Brewery – The board discussed the possibility of holding a pop-up library during a Hooker Brewery open house on Friday, May 17th. The idea will be discussed more at the April meeting. They also decided that it would be beneficial to have a table at Celebrate Bloomfield.

View Video from Motion, Inc. – The board watched a video from the video production company, Motion, Inc., about a campaign to renovate a church in Suffield, and then discussed the feasibility of making a similar video aimed at support for a new library building. R. LaMonaca has spoken to a representative from Motion about pricing. For the type of story the library would need to tell, which would involve an extra day of shooting at other libraries, the board would need to consider a budget of \$15,000. The board stressed that they would need a clear commitment from the town council for a building project before moving forward with an advocacy video.

Town-wide Survey – J. Geetter proposed the idea of conducting a library survey that goes out to the whole town. The hope would be that the survey itself could be used for advocacy. The board discussed the cost of direct mailing, as well as the need for a professional to craft effective questions. Due to the cost of direct mailing, the board asked R. LaMonaca to look into the possibility of including a survey in the town's quarterly newsletter. A survey would also correspond with the town council's emphasis on transparency. A. Biffer will explore what type of marketing consultant services are recommended by professional library organizations.

New Business

Volunteer Appreciation Reception – The library is considering a scaled down reception this year – for example, tea and scones – and is planning on scheduling it for Tuesday, April 23rd, from 4:30 to 5:30 PM. The board discussed the possibility of hosting a library-related speaker, such as someone to talk about doing genealogy with Ancestry. **MOTION to spend up to \$500 on the volunteer appreciation reception scheduled for Tuesday, April 23rd**; seconded and passed.

Public Comments – There were no public comments.

MOTION to accept the minutes of the February 26th, 2019 meeting; seconded and approved.

MOTION to adjourn the meeting at 6:21 PM; seconded and approved.

Respectfully submitted,

Christopher Siloac,
Technology & Administrative Coordinator