

North Branford Library Board  
Special Meeting of February 10, 2016  
Atwater Library 7:30 pm

Present: Carol Davidson, Chair  
Theresa Frandsen  
Virginia Fallon  
Debra Falvey  
  
Robert Hull, Library Director

Absent: Joan Candelora

Chairman Davidson opened the meeting at 7:45 pm

1. Minutes of previous meeting

**MOTION:** Member Frandsen moved to approve the minutes of the January meeting, seconded by Member Fallon.

With all in favor motion passed.

2. Library Board Report

Chairman Davidson reported on the history of patronage of the libraries since renovations of the two libraries.

Library Director Robert Hull gave an overview on circulation and explained that as all libraries, there has been a minimal decrease in circulation. Patronage has basically remained the same. Other aspects of the library such as programs have seen an increase.

Mr. Hull gave an explanation of the nature of the present use of the libraries.

There was a discussion on obtaining magazines and newspapers electronically at the library.

3. Library Director Report

Library Director Robert Hull reported that this year three students would participate in the Big Give at the high school, with the library as their benefactor. Mr. Hull met with the students to discuss areas for the funds. He informed the Board that the raised money will potentially be used for teen programs, which is an underserved area at

the library. Another possibility for the funds would be for tech items or different forms of computer gaming.

Mr. Hull also reported on a review of the policy for the use of the libraries as warming centers and gave an overview on protocol and addressing liability.

There was discussion on how the community would be informed and how the library would follow protocol.

After a question on computer use by students and accessing quiet spaces,

Mr. Hull informed members of the different areas in both libraries where quiet spaces are available.

Members discussed the outdoor spaces and their utilization.

Mr. Hull gave a brief explanation of programs that utilize the outside space along with some possible future use of the area.

#### 4. Friends of the Library activities

Library Director Robert Hull introduced Member Falvey as the president of Friends of the Library and informed members that she would report on their activities each month.

Member Falvey reported that they have changed the date of the book sale, which will be held on Saturday April 30<sup>th</sup> at the Jerome Harrison School gym from 9-3.

Member Falvey gave an overview of a new Membership Brochure and announced a new logo designed by a NBHS graduate who now attends UCONN. The logo was distributed among members. Member Falvey stated they would host a naming contest for the cat, which is part of the logo. Ms. Falvey informed members there are roughly 80 members and they meet the first Monday of the month.

#### 5. Final Budget Library request, 2016-17

Mr. Hull over viewed the final budget request pointing out minor changes made from the January budget presentation.

Members discussed preparing the budget, any changes from last year, and salary changes due to a senior staff member leaving.

**MOTION:** Member Frandsen moved to accept the revisions to the budget of \$679,344 as recommended by the Library Director, seconded by Member Fallon.

With all in favor motion passed.

Having no other business members moved to adjournment.

The next meeting will be held on March 09th at 7:30 pm at the Edward Smith Library.

6. Adjournment

**MOTION:** Member Frandsen, moved to adjourn at 8:38 pm., seconded by Member Fallon.

With all in favor, motion passed.

Respectfully Submitted,

Mary Caruso  
Recording Secretary