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# TOWN OF NORTH BRANFORD

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## North Branford Library Board

Special Meeting  
October 12, 2016  
7:30 pm  
Atwater Library

Present: Carol Davidson  
Theresa Frandsen  
Virginia Fallon  
Debra Falvey

Robert Hull, Library Director

### 1. Minutes of previous meetings

**MOTION:** Member Frandsen moved to approve the minutes of  
the September meeting, seconded by Member Fallon.  
With all in favor, motion passed.

### 2. Library Board report

Chairman Davidson reported she had further contact with the Recreation Department and found her initial contact would be leaving. She met with the Director and Assistant Director and will set a date for an initial meeting with the book group. Chairman Davidson will be in contact with Library Director Bob Hull to get a sufficient number of books with an expected start date in November.

Chairman Davidson briefly overviewed her first title for the group.

After a question on the Orange book group, Ms. Davidson gave an overview of the group.

Library Director Bob Hull stated there are approximately 10 members in the Atwater Library Book Group. He also shared with the Board that the Recreation Department continues bringing patrons to the Libraries.

### 3. Library Director Report

## **Book Sale/Seminar Room**

Library Director Bob Hull stated the book sale is going well with new donations arriving as people realize they are offering an ongoing book sale. Mr. Hull overviewed suggestions of books for sale in the seminar room as well as leaving the room open during certain hours to allow book sales. The funds from the books sale will go to a special account within the Town that will be used for areas discussed by the Board.

Library Director Bob Hull gave an overview on how the funds are handled as well as the ongoing book sale being seen as a blended project between the library and Friends of the Library.

**MOTION:** Debra Falvey moved that monies in the Friends of the Library Fund would be used for materials and services after consulting between the library and the Friends of the Library, seconded by Virginia Fallon.  
With all in favor, motion passed.

There was discussion on including the Friend's logo in all correspondence and information.

## **Inter-Library delivery problems**

Library Director Bob Hull overviewed continued ongoing problems with the inter-library delivery. He stated it appears to be the specific route that North Branford falls in. There will be an upcoming meeting that Mr. Hull will attend.

### 4. Marker Space possibilities

Library Director Bob Hull distributed information describing maker space possibilities. He suggested members research and think about these suggestions to be prepared for decisions in the near future.

Mr. Hull informed members that he looked at surrounding towns for ideas that have been successful. He overviewed some of the suggestions for North Branford, as well as suggestions of possible rentals through the shared projects from LION.

Mr. Hull also discussed with members his first suggestion of a 3-d printer for the Library maker space.

Members discussed the shared objects and possible wait times that could be involved.

### 5. Fiber-optic installation at Atwater: Commitments and grants

Library Director Bob Hull brought up discussion on a recent email he sent to members and asked if there were any questions. He informed members that the program is moving forward and he has completed the grant application, which will be presented to the State Library Board in November. He compared the Internet speed between Smith Library, which has fiber-optic and Atwater, which does not. There is a goal of having the installation done within the coming year.

### 6. Board meeting dates/times for 2017

Library Director opened discussion on meeting dates and times for 2017.

There was discussion on the second Wednesday's of the month as well as including July and August meetings should the Board want to meet.

**MOTION:** Member Falvey moved to have meetings on the second Wednesday of each month at 7:30 pm at alternating libraries, seconded by Virginia Fallon.  
With all in favor motion passed.

There was discussion on beginning work for the upcoming budget.

Director Hull gave an overview of typical timing and best ways to have discussion on any new and or different ideas for the coming year.

Members discussed Council approved money for spending and best practices for acquiring items through the gifted money.

It was suggested that the November Agenda include an item for budget discussion.

Member Falvey mentioned a recent visit with the representative from Ever Green Woods Librarian and a suggestion of a specific computer program called Heritage Quest.

Mr. Hull stated he would inquire to see if the State still has the particular program on their database called Heritage Quest and will report back to the Board.

Member Falvey asked about receiving computer help through the high school.

Mr. Hull reported they have not had any one from the high school come forward to offer their assistance with computer help. Mr. Hull added the high school is beginning a maker space for their library and suggested they work with them to piggy back off their ideas. He will give an update at the next meeting.

## 7. Adjournment

**MOTION:** Member Fallon, moved to adjourn at 8:19 pm., seconded by  
Member Frandsen.  
With all in favor, motion passed.

Respectfully Submitted,

Mary Caruso  
Recording Secretary