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**DEPUTY MAYOR**  
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**TOWN MANAGER**  
MICHAEL T. PAULHUS



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DANIEL M. ARMIN  
ANTHONY S. CANDELORA  
MARIE E. DIAMOND  
CHRIS MANNA  
GEORGE I. MILLER  
ALFRED D. ROSE

# TOWN OF NORTH BRANFORD

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## North Branford Library Board

Regular Meeting  
February 8, 2017  
7:30 pm  
Atwater Memorial Library

Present: Carol Davidson, Chairman  
Joan Candelora  
Virginia Fallon  
Debra Falvey  
Theresa Frandsen

Also Present: Library Director Robert Hull

### 1. Minutes of previous meetings

**MOTION:** Member Frandsen moved to approve the minutes of the January meeting, seconded by Member Fallon. With all in favor and one abstention from Joan Candelora, motion passed.

### 2. Library Board report

Chairman Davidson had nothing to report at this time.

### 3. Library Director Report

Library Director Robert Hull reported on the following:

- contacting USI for Maker Space demonstrations.
- the practice of replacing the library director.
- Town laws regarding the rules for the library.

### 4. Library road signs

Library Director Robert Hull reported that he had email correspondence with Lt. James Lovelace. The Board request has been put on the March 13<sup>th</sup> Police Commission Meeting

Agenda to be held at 5:00 p.m. Mr. Hull suggested members consider where they would like the placement of signs and report back before the March 13<sup>th</sup> meeting date.

#### 5. Maker Space possibilities

reported above.

#### 6. Library budget for 2017-2018

Library Director Robert Hull distributed the budget which was unchanged from the January meeting except for a 2% staff increase.

Mr. Hull overviewed the schedule of the budget workshops, budget presentation and public hearing. The Library time slot for the Budget Workshops is Tuesday March 14<sup>th</sup> at 7:00 p.m.

#### 7. Library policies: review and revision

There was discussion on protocol for a new Library Director search.

Library Director Robert Hull distributed information on Library policies, and recommended revisions. Mr. Hull gave an overview of his recent updating of policy motions and votes and additionally gave recommendations of items that have not been voted on. There was discussion on internet recommendations. Mr. Hull suggested members read through the documents and make any suggestions.

#### 8. Election of officers

Members discussed potential officers.

**MOTION:** Member Candelora moved to nominate Member Falvey as Vice Chair, seconded by Member Fallon, with all in favor, motion passed.

**MOTION:** Member Frandsen moved to nominate Chairman Davidson as Chairman, seconded by Member Candelora with all in favor, motion passed.

**MOTION:** Member Candelora moved to nominate Member Frandsen as Secretary, seconded by Member Fallon, with all in favor motion passed.

#### 9. POCO Festival table

Member Falvey reported she attended the last POCO Festival meeting and discussed the Friends of the Library Spelling Bee. Ms. Falvey overviewed some of the work involved to set up the rules and regulations. She also asked members about sharing a table at the POCO.

Member Falvey asked about an update for the seed library. Members discussed a potential community garden and thought the seed library would be a natural addition.

Member Falvey opened discussion on patron's having a difficult time finding the drop box and requested signage for more visibility.

Ms. Falvey also mentioned installing a white fence to cover the green utility box in front of the library. Library Director Robert Hull explained that there are rules that prohibit blocking the utility box.

10. Adjournment

**MOTION:** Member Candelora moved, to adjourn at 8:30 p.m. seconded by Member Falvey. With all in favor, motion passed.

Respectfully Submitted

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Mary Caruso  
Library Board Secretary