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# TOWN OF NORTH BRANFORD

TOWN HALL, 909 FOXON ROAD, NORTH BRANFORD, CONNECTICUT 06471  
TOWN MANAGER (203) 484-6000 TOWN HALL FAX (203) 484-6025

## North Branford Library Board

Regular Meeting  
May 10, 2017  
7:30 pm  
Smith Library

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

Also present: Library Director Robert Hull

1. Minutes of previous meetings

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

2. Library Board report

Chairman Davidson reported on the following:

Ms. Davidson recently had a meeting with Town Manager Michael Paulhus regarding the Library Director search. A plan was discussed and the specific requirements are being compiled. An ad will be placed in all appropriate professional networks. The plan is to have a new director in place by mid-August to create an overlap before the present Library Director Robert Hull's retirement.

Library Director Robert Hull gave an overview of his discussion with the Town Manager and explained his potential role in the hiring process as well as some of the requirements of the position and job description.

Ms. Davidson suggested that although the Board does not always meet in July and August they would meet to stay up to date on the Library Director search.

3. Library Director Report

Library Director Robert Hull reported on the following:

- Summer reading will start soon, with a staff meeting tomorrow to finalize the program.
- The Town Budget has passed, the submitted Library Budget will stay the same minus staff raises.
- Negotiations for a staff contract are close to being finalized.
- Library staff has been improving the website.
- They are still waiting to hear from the State on the library road sings.
- The Friends of the Library book sale will be held on Saturday June 3<sup>rd</sup> from 9-3 at Jerome Harrison School.
- Mr. Hull distributed information on Town Library Director salaries across Connecticut Town similar in population to North Branford.

#### 4. Library Director hiring process

Discussed under Library Board Report.

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

Discussed under Library Director's Report.

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

Library Director Robert Hull informed members he continues to work on revisions and will keep the Board updated.

#### 7. Inter-library deliveries

Library Director Robert Hull reported that Inter-library deliveries have become worse, with Library personnel making actual deliveries. It is uncertain what direction the deliveries will be going in the future. There is an upcoming meeting in Hartford that staff will attend.

Members discussed laws and regulations for inter library loans and potential charges for deliveries in the future.

#### 8. Adjournment

**MOTION:** Member Frandsen moved to adjourn at 8:27 p.m. seconded by Member Fallon. With all in favor, motion passed.

Respectfully Submitted,

Mary Caruso  
Library Board Secretary