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North Branford Library Board

Special Meeting
August 30, 2017
7:30 pm
Atwater 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 June meeting, seconded by Member Fallon. With all in favor, motion passed.

Chairman Davidson moved the agenda to item 3. Library Director's Report.

3. Library Director Report

Library Director Robert Hull reported on the following:

The recent activities of the Library Director search, including the new search and it's deadline. Mr. Hull overviewed all the criteria that is remaining the same including salary, credentials, etc. Mr. Hull also overviewed the research involved to gather criteria and the position competitive. Mr. Hull also gave a detailed background on the Town Charter and laws around the hiring process.

Joan Candelora arrived at 7:41 p.m.

The interim Library Director will be Theresa Holabird, as of Monday, September 4, 2017. Mr. Hull overviewed the specifics of the Memorandum, including salary, length of agreement and other scheduling management.

Mr. Hull distributed the library spending and statistics that was recently presented to the Town Council. He overviewed the figures and comparison of the library staff with surrounding areas.

Members discussed the attendance North Branford libraries have compared to others with higher per capita Library expenses.

Chairman Davidson moved the agenda back to item 2. Library Board Report.

2. Library Board report

Chairman Davidson reported on the following:

Ms. Davidson read a prepared statement to the Board regarding the functioning of the Board.

Members discussed the process of the search committee and the governing laws surrounding the search committee's tasks.

4. Library Director hiring process

Discussed under Library Director's report.

5. Interim Library Director

Discussed under Library Director's report

6. LION Representative

Mr. Hull proposed that Amy Nobel be named as the LION representative.

MOTION: Theresa Frandsen moved, seconded by Joan Candelora to approve Amy Nobel as the LION Representative. With all in favor, motion passed.

7. Maker Spaces

Mr. Hull reported that although summer is a very busy time the Library's continue to do demonstrations and research ideas. He overviewed additional items that have been ordered for both adults and children. Although activity remains busy with the maker spaces, the spaces have not formally been opened to the public.

Mr. Hull gave a brief overview of the training on some equipment.

8. Library policies: review and revision

Library Director Robert Hull informed members this remains on the agenda for potential questions or comments. He will put it together in a final document to pass along to the interim Director to present to the Board.

Chairman Davidson thanked Bob for his hard work and dedication and wished him well in his retirement.

9. Adjournment

MOTION: Member Candelora moved to adjourn at 8:39 p.m. seconded by Member Fallon. With all in favor, motion passed.

Respectfully Submitted,

Mary Caruso
Library Board Secretary