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# TOWN OF NORTH BRANFORD

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## North Branford Library Board

October 11, 2017  
7:30 pm  
Atwater Library

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

Also present: Interim Library Director Teresa Holabird and new Library Director

Chairman Davidson opened the meeting at 7:35 pm.

### 1. Introduction of New Director

Interim Director Teresa Holabird introduced Ms. Lauren Davis as the newly appointed Library Director. Members welcomed her and wished her good luck. Board Members introduced themselves and welcomed Ms. Davis.

### 2. Minutes of previous meeting

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

### 3. Library Board Report

Chairman Davidson reported that of course there is a new Library Director. She expressed her excitement and stated she was extremely pleased with the appointment.

Ms. Davidson opened discussion on approving the 2018 meetings with a changed start time of 7:00 pm. The exception would be a 7:30 pm start time for the November meeting.

will begin at 7:30 pm at Smith Library with no meeting in December. With a meeting in July.

**MOTION:** Member Frandsen moved seconded by Member Fallon to approve the 2018 schedule of meetings of the Library Board with a start date of 7:00 pm. (attachment)

### 4. Interim Director report

Interim Director Teresa Holabird reported on the following:

Overdrive EBook Statistics were distributed to members with an overview of the figures for the 2017-18 year. Members agreed that for the size of the libraries they do very well.

A receipt printer has been purchased for both libraries and is being used successfully. The printer is connected to the computer and prints out receipts for each library patron to acknowledge books, late fees and hold books.

After looking into surrounding libraries, Ms. Holabird reported that most other libraries are not charging patrons as the maker spaces are new and they are getting used to them. Any that charge does so at a very minimal 1.00 per hour rate. Currently three staff members have learned how to use the 3-D printers.

Supply list from the Wallingford library with costs was distributed with a discussion on moving the maker space items out for public use. Members discussed the need for a policy around the maker space items as well as announcing the maker space equipment. It was suggested newly appointed Library Director Lauren Davis look into policies at surrounding libraries.

Member Falvey updated members information gathered with regard to selling tote bags. She contacted a few vendors as well as surrounding libraries. Most said they purchased bags years ago with minimal interest. Ms. Falvey gave an overview on price as well as order amounts and other items used as retail merchandise.

Ms. Davis agreed that has also been her experience with retailing items at the library.

Member Fallon suggested an event that might interest people. Members discussed possible ideas.

Ms. Davis suggested a pizza delivery fundraiser her library had success with and gave an overview to members.

Member Frandsen suggested dinner at a local restaurant that would donate a percentage going to the organization.

Members discussed other possible suggestions.

Ms. Davis spoke about creating and developing partnerships with businesses in town as a great way of having beneficial relationships.

There was a discussion on Natureworks and the passion that owner Nancy DuBrule-Clemente has for the Monarch Butterfly.

Carol Davidson informed members that during Earth Day, Nature Works would be honored by the Town in recognition of her service.

Member Fallon informed Ms. Davis that Evergreen Woods has a library as well as their own library board, she suggested they would be a great partnership to develop.

Ms. Fallon also informed Ms. Davis that at 7:00 pm on October 23<sup>rd</sup> the League of Women Voters will hold a debate at the Senior center for candidates running for office.

Member Falvey suggested a more public face on the Library Director would be a great. She suggested library articles and possibly attending some public events.

All members thanked Teresa for her work as the interim director.

5. Adjournment

**MOTION:** Member Frandsen moved to adjourn at 8:35 p.m. seconded by Member Fallon. With all in favor, motion passed.

Respectfully Submitted,

Mary Caruso  
Library Board Secretary