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THOMAS ZAMPANO

# TOWN OF NORTH BRANFORD

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## NORTH BRANFORD LIBRARY BOARD

April 18, 2018

7:00 pm

Atwater Memorial Library  
Special Meeting

Present: Theresa Frandsen  
Michelle Eligio  
Virginia Fallon  
Debra Falvey

Also present: Library Director Lauren Davis

Chairman Frandsen opened the meeting at 7:12 pm.

### 1. Minutes of April special meeting

**MOTION:** Member Fallon moved, seconded by Member Falvey to approve the minutes of the April 11, 2018 Special meeting. With all in favor, motion passed.

### 2. Library Board Report

Chairman Frandsen reported that she was approached by a North Branford resident who commented that he attends the Guilford Library rather than the Atwater Library due to feeling it is too strict of an atmosphere.

Members discussed ways to find a balance for all patrons and the success of Guilford's coffee bar. There was discussion on ways to get the library to offer more community interaction areas.

### 3. Library Director Report

a. Atwater Adult Services Librarian Billy Tweed

Library Director Lauren Davis gave a background on newly hired Librarian Billy Tweed's first two weeks stating he is bringing a new energy and a different perspective. A brief overview of his responsibilities was discussed.

Ms. Davis reported the first Constant Contact campaign was released with 300 emails sent out, with a bounce back of 14 emails. Members discussed renaming the Constant Contact sender to avoid confusion with North Branford Patch emails.

#### 4. Library Budget Transfer Request FY2017-2018

Library Director Lauren Davis reported that the budget transfer was approved by the Town Council. Ms. Davis has been in touch with the website designer and would like to move forward with the new website design. They are also looking into more electronic resources.

#### 5. Fundraising

Library Director Lauren Davis informed members there will be a military whist at Smith Library next week with presently 40 people signed up.

#### 6. Atwater Lift and Smith Lift and Elevator

Ms. Davis reported that Town Council Member Alfred Rose and Jack Whaley of Connecticut Elevator met at the Atwater Library to discuss the current lift. Options were discussed and Library Director Lauren Davis attempted to reach a company with knowledge of their particular lift. Eagle Elevator was also contacted to cancel the maintenance contracts.

#### 7. Friends of the Library

##### a. Status

Debra Falvey reported she has contacted other members to seek out interest in moving forward with the present Friends of the Library. Since she has found no interest it appears they will dissolve the present group. Ms. Falvey reported that there will be a general meeting for member input but there will probably be a vote to dissolve.

##### b. Procedures and Bylaws

Procedures and bylaws will have to be developed by any new group.

##### c. Financial Statements

The current balance in the account is \$1,437.15 in the checking account with a cd balance of \$3,290.75

There may be a back-balance due to the State, the Friends will speak to SCORE and look for guidance on best ways to dissolve.

d. Membership

A current membership list was presented to Library Director Lauren Davis.

e. Annual Book Sale

A history of past book sales was overviewed by Debra Falvey, a date of September 29, 2018 was suggested as area libraries do their book sales on that date.

Members discussed the potential of a “brick walk” sale as a fundraiser.

8. Adjournment

**MOTION:** Member Falvey moved to adjourn at 9:06 p.m. seconded by Member Fallon. With all in favor, motion passed.

Respectfully Submitted,

Mary Caruso  
Board Secretary