

FARMINGTON LIBRARIES  
SINCE 1901  
Service Beyond Expectations

Maureen Bittner  
Secretary

**Library Board Minutes**  
**April 19, 2017**

**Attendees:** Alan Sherman, Maureen Bittner, John Teahan, Jadwiga Gocłowski, May Munson, Ida Franklin, Lori Yu, C. J. Thomas, Peter Bartucca, Allison deVaux, Caroline Ford, Jay Johnston

**Absent:** Michael Clark, Jorie Andrews, Gary Palumbo

**Quorum:** The meeting was convened at 7:07 PM and a quorum was determined.

**Approval of Minutes:** The minutes of the March 15, 2017 meeting were revised accordingly:

***Farmington Room Report:*** Jay remarked that BiblioBoard will be utilized at the Maker Space for the production of podcasts and recordings of current history through the stories of the Farmington community. He further stated that although Vida Lashgari is retiring effective April 1, 2017, access to the Farmington Room will continue at a six hour per week schedule through June 2017. John asked if the grant which funded staff hours for the Farmington Room was still in place. Alan reported the staffing grant had been fully expended by the end of December 2016, but noted that the grant has two components: 1. **Two-year grant** for staffing is exhausted. 2. **Perpetual grant**, distributes annually at a designated rate, for programmatic purposes in perpetuity.

As revised, the minutes of the March 15, 2017 meeting were unanimously approved.

**Metrics/Budget:** Metrics and budget were reviewed and are within expected ranges.

**Executive Director's Report:** Jay reported that the 100<sup>th</sup> Anniversary Dinner Dance ticket sales had increased, passing the 100 mark. However, he beseeched the Board to reach out to friends and relatives to increase the numbers.

He further reported that the libraries now have Stockholm II stools for the public's use and presented one which he used during the meeting. The stools will provide ergonomic enhancement for those who are perusing the lower shelves in the search for the next read.

Jay also reminded everyone that the Memorial Day parade is on Monday May 29<sup>th</sup> and that the Board is invited to march or ride in the parade. Jay then asked the Board to tour the new adult reading space after the meeting.

**Chair's Report:**

**Alan asked the Board's consent to move the June meeting to Monday June 5<sup>th</sup>, to which the Board unanimously agreed.**

**Long Range Plan:** Alan developed a macro presentation of the survey results. The results were generally positive and pointed to many specific areas of great success: Book Talks, Movies, Maker Space programming, Adult programming, Children's programming and many others. It was also interesting to see how many of the people who participated in the survey do not, really, know what is going on at the libraries. This assertion is based upon the responses requesting programming which the libraries currently offer. It was also interesting to see an interest in physical fitness and recreation programming although we are not in Parks and Recreation or Senior Center

programming space. One intriguing idea emerged regarding baby yoga lessons. Jadwiga advanced another concept regarding the selection policy and the current customer focused collection procedures we currently employ utilizing Collection-HQ, a new cyborg software employed to assist in acquisitions selection. Jay argued for customer focus as a successful model to employ. Alan will send the raw survey data to the Board for a micro-analysis and further discussion at the next meeting.

Alan distributed for the Board's review, the Executive Director evaluation form which was developed and utilized last year. It was suggested that the form be used for two or three years to establish consistency and allow for trends to emerge. At that time, the Board could further evaluate the contents of the form and make any changes deemed necessary. All Board members were in agreement. Alan then collected the instruments and will re-distribute them for completion prior to the May meeting.

**Friends:** Jadwiga reported that the Spring Book Sale was a success although not as successful as it has been in previous years. The Friends are getting ready for the June Bazaar.

**New Business:** There was none.

The meeting was adjourned at 8:27 PM.

*(The Board adjourned for a tour of the new adult Reading Space and was favorably impressed.)*

Respectfully submitted,

Maureen Bittner, Secretary