

FARMINGTON LIBRARIES  
SINCE 1901  
Service Beyond Expectations

Maureen Bittner  
Secretary

**Library Board Minutes**  
**March 15, 2017**

**Attendees:** Alan Sherman, Maureen Bittner, John Teahan, Jadwiga Gocłowski, May Munson, Ida Franklin, Lori Yu, Jorie Andrews, Jay Johnston

**Absent:** C. J. Thomas, Peter Bartucca, Michael Clark, Gary Palumbo, Allison deVaux

**Quorum:** The meeting was convened at 7:04 PM and a quorum was determined.

**Approval of Minutes:** The minutes of the February 15, 2017 meeting were reviewed and unanimously approved.

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

**Chair's Report:** Alan reported that the development of the long-range plan is on schedule and it is anticipated to be completed for a June 2017 rollout. He further remarked that the survey instrument had gathered over 500 respondents to date and would remain on-line through March. At that time, the data will be reviewed and analyzed by the department heads in addition to the Steering Committee. Alan further remarked that the Teen focus group selection will be conducted by Laura Horn and her team while the Town Agency focus group will be conducted by Alan and his team.

**Executive Director's Report:** Jay reported that because of the March 14<sup>th</sup> snow storm Thursday's Town Council budget workshop was advanced to Wednesday, just prior to the Library Board meeting. He further remarked that although the workshop was truncated, Alan and Jay were both received well.

Jay then screened the new Farmington Library History video, written and narrated by Jay and edited and produced by Leah Farrell, which he presented to the Town Council earlier in the evening. Jay also showed two short videos he had converted from VHS to digital. The videos were an example of how the Maker Space technology can be utilized for practical applications.

He further remarked on the Platinum Dinner Dance and distributed tickets; the tickets are not necessary to bring to the dance as a list is being compiled with the names of each person who purchases tickets. Jorie remarked that she is in the process of assembling baskets for the raffle table including theater tickets and wine. John then added a Wadsworth Athenaeum annual family membership and three high quality art books from the museum's Gift Shop to the raffle items.

**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 since Vida Lashgari is retiring effective April 1, 2017, access to the Farmington Room will be accomplished through reservations and on a drop in basis. John asked if the grant which funded staff hours for the Farmington Room was still in place. Alan reported the grant had been expended by the end of January 2016.

**Friends:** Jadwiga reminded the Board of the Garden Book sale to take place in the Book Nook on March 16<sup>th</sup> and the Spring Book Sale to take place in April.

**New Business:** Alan asked the opinion of Board members as to whether Library Board minutes should be posted to the Libraries' website. It was decided that the minutes should be posted. As a result, all 2016-2017 minutes to date will be posted and a banner advertising this addition to the website content will be visible for a reasonable amount of time.

The meeting was adjourned at 7:50 PM.

Respectfully submitted,

Maureen Bittner, Secretary