

FARMINGTON LIBRARIES  
SINCE 1901  
Service Beyond Expectations

Maureen Bittner  
Secretary

**Library Board Minutes**  
**December 21, 2016**

**Attendees:** Allison deVaux, Maureen Bittner, John Teahan, C. J. Thomas, Lori Yu, Jorie Andrews, Jadwiga Gocłowski, Jay Johnston

**Absent:** Alan Sherman, Ida Franklin, May Munson, Gary Palumbo, Peter Bartucca, Michael Clark

**Quorum:** The meeting convened at 7:10 PM and a quorum was determined.

**Approval of Minutes:** The minutes of the November 16th, 2016 meeting were reviewed and unanimously approved.

**Metrics/Budget:** Metrics and budget were reviewed and are within expected ranges. Jay remarked that despite the decrease in lending, Farmington Libraries lend two times the state average. The primary reason for the decline in numbers is an aging population. A question was raised regarding the school population's growth over the last few years. Between 2015 and 2016 the change is an increase of two students.

**Chair's Report:** Alan Sherman is traveling.

**Executive Director's Report:**

Jay remarked on the interior landscaping in the adjacencies to the Maker Space, where space will be transformed with: 18 new lounge chairs equipped with tablets/desktops attached, three data charging pedestals for smart-phone/laptop charging, five café style tables with two chairs each, one long, high table with six bar stools.

Jay further reported on the progress of the 100th anniversary committee. The Platinum Dinner will be held on April 28th at the Farmington Club. The ticket price will be \$75 including cheese table, crudités, five-hour open bar with top-shelf wines and liquors, and a sit-down dinner with dessert. He also mentioned the need for committee members and leaders for Memorial Day Parade, Time Capsule, and Barney Historic Tea. Jay also commented that the Friends have committed \$1,000 to the 100th anniversary events and asked to say a few words about the Friends prior to the concert they sponsor.

**Farmington Room Report:** John Teahan remarked that concern was raised regarding the Farmington Room's open-hours not being kept. Jay assured the Board that the Farmington Room is indeed open six hours per week as promised.

**Friends:** Jadwiga requested a wish list of items from Jay.

The meeting was adjourned at 7:55 PM.

Respectfully submitted,

Maureen Bittner, Secretary

opportunities in written form. Alan assured the Board that he would develop an outline with specified tasks for our December meeting. Alan indicated he would be traveling next month and that Vice Chair Peter Bartucca will lead the December meeting. Alan further remarked that, barring unforeseen factors, June 2017 is a reasonable deadline to set for the completion of the strategic plan. Sarah reported on the "NO" survey compiled over a period of six weeks documenting the occasions on which staff members had to offer a negative response to a patron request.

**Executive Director's Report:** Jay deferred to his written report and focused on the proposed 100th anniversary events plan. He enlisted the Board to lead the Platinum Dinner on Friday, April 28, 2017. He also is recruiting the Board/FVGLA Trustees to participate in the 2017 Memorial Day Parade.

Jay highlighted the creativity, individual responsibility, and ongoing high-quality efforts to engage the Farmington community demonstrated by staff members Anna Boisvert, Vida Lashgari, Caroline Ford, and Lyn Kelly, as well as the Friends of the Libraries. Details of their involvement in the Teen Summer Reading program, Maker Space project development, children's programming, the F.H.S. Robotics team book fair, and the Harry Potter Trivia tournament are offered in Jay's written report.

**Farmington Room Committee:** Peter Bartucca reported that we are asking the Northeast Document Conservation Center to conduct a preliminary assessment of an historical metallurgy document for some conservation work under consideration.

**Art Committee:** May Munson reported the Art Committee's inventory update is near completion. At this stage only two pieces included in an earlier inventory could not be identified due to indistinguishable monochromatic photos in that document. May will continue the project and report back. The fact that a good deal of art held by the library is not being displayed while being insured was questioned.

**Friends:** Jadwiga reminded the Board of the Fall Book Sale scheduled for Friday and Saturday, November 18 and 19. Jadwiga also reported that the Friends earned \$1,600 when a recently discovered book by E.B. White was put up for auction.

The meeting was adjourned at 8:30 PM.

Respectfully submitted,

Jay Johnston for Maureen Bittner, Secretary