

FARMINGTON LIBRARIES
SINCE 1901
Service Beyond Expectations

Maureen Bittner
Secretary

Library Board Minutes
October 18, 2017

Attendees: Alan Sherman, Maureen Bittner, Jadwiga Gocłowski, Lori Yu, Peter Bartucca, Gary Palumbo, Ida Franklin, Jorie Andrews, Wendy Ku, Kelly Creuss, Jay Johnston, Laura Horn, Mike Gurski

Absent: Allison deVaux, Sherry Perrie, May Munson

Quorum: The meeting convened at 7:08 PM and a quorum was determined.

Approval of Minutes: The minutes of the September 14, 2017 meeting were reviewed and approved.

Metrics/Budget: Metrics reflect consistent trends and the budget is on track.

Chairs' Report: Alan had no remarks.

Executive Director's Report: Alan asked Jay to expand upon a few projects which he felt would interest the Board. Jay remarked that the October 4th New York City bus trip was a great success. He further reviewed audio-video podcasting content plans for the Fall-Winter season. Jay was very enthusiastic about the willingness of local notables to participate and believes it will add richness to the fabric of our Libraries' program.

Jay then discussed the technological changes coming forward to increase bandwidth and speed between the Barney and Main libraries with a Comcast fiber connection. The result could provide better customer service at a lower cost.

Jay also reported that the electronic 100th Time Capsule, Farmington Speaks program, is active and collecting data.

Director of Operations Report: Laura reported Long Range Plan highlights in the areas of community development, collection, and technology. She elucidated on the Farmington Speaks project and referred to the Hartford Courant article highlighting this important effort. Laura then explained the excellent work done by the Farmington Valley Transition Academy and the partnership the Libraries have formed with the Academy to participate in an intern program where challenged students have an opportunity to learn meaningful work. The report continued in the area of collection development with a detailed discussion of the process and resources utilized to develop and maintain the Libraries' collection, specifically the print collection. Laura discussed the various reviewing sources

and the rigor her team exerts in that process. She further highlighted Collection-HQ, a computer application that extracts lending transactions and assembles them into on-demand reports, thereby revealing reading patterns and identifying salient subject areas and authors to assist in the collection development process. Collection maintenance was also outlined, specifically a needed and targeted inventory of adult non-fiction books. Finally Laura reviewed the re-deployment of staff computers and peripherals for a new centralized collection management work station, utilizing the radio frequency identification system (RFID).

Peter Bartucca offered the donation of a book written by Archibald Mcleash and enumerated his connection to Farmington in that his wife is a Farmingtonian.

Farmington Room: Alan asked Jay for the final cost of restoring Martin Bull's 1780 manuscript notebook on metallurgy including conservation and preservation services and digital imaging services. The price is \$4,132.00, and Jay expects the project to close by October's end. A motion was made to approve the full expenditure of \$4,132.00 from the Farmington Room Gift Account for conservation, preservation, and digital imaging services for Martin Bull's 1780 manuscript notebook (Bartucca, Cruess) and was unanimously approved. Alan added that he will convene a Farmington Room committee meeting in November.

Art Committee: No report

New Business: None

Other Business/Announcements: Alan asked Jay for an update on the Libraries' position as it relates to the State Budget impasse. Jay reported that both the Senate and House Republican and Democratic leadership have reached an agreement and return to their respective caucuses to find consensus and report back to the chambers next week. In the meantime, Jay has released the materials budget freeze and is working with Laura on viable adjustments to address possible forthcoming budget changes.

Mike Gurski reminded Board members that the next FVGLA meeting is scheduled for Thursday, October 26th at the Barney Library with a social half-hour at 6:30 PM and a meeting start time of 7:00 PM.

The meeting was adjourned at 8:25 PM.

Respectfully submitted,

Maureen Bittner, Secretary