**Plumb Memorial Library**

**Minutes from Board of Directors Meeting**

**February 5, 2013**

**In Attendance:** Jean Cayer, Joan Feeley, Jim Geissler, Aleta Miner, Elspeth Lydon, Shawn Fields; **Absent:** Barbara Glover, Shirley Keller

The meeting was called to order at 7:35 p.m.

1. **Public Portion:** Peter Kirschenbaum from Olson Mobeck and Bill Nimmons reviewed the portfolio.

2. **Secretary’s Minutes:** In packet

3. **Treasurer’s Report:** In packet

4. **Librarian’s Report:** In packet; motion by Jim Geissler to accept Secretary’s Minutes, Treasurer’s report, and Librarian’s report; seconded by Jean Cayer; motion passed unanimously.

5. **Committee Reports:** none

6. **Monthly Bills:** done

7. **Correspondence/Gifts:** $1,232 from CT State Library for participating in survey.

8. **Old Business:**

 A. Parking Lot/Perry Ave.: Marty Coughlin reported:

 1. EPA changed regulations so now the house can come down as a unit, rather than having to separate contaminants. This will save app. $50,000. A proposal has been sent to EPA.

 2. Board sent request for proposal to City Hall; sent to Bob Kulacz.

 3. Marty Coughlin left message for mayor to give direction to Kulacz.

 B. Behavior Policy follow-up: Shawn reported that he had done some research; Shawn has received an email from City Hall that classes on gun safety should be held at the Community Center, not at the library; Jean Cayer made a motion that the Board will ask for an official opinion from Town Council; seconded by Joan Feeley; passed unanimously; Board secretary will draft this letter.

 C. Windows: Essie reported that she will get more documentation, and that the amount of the deposit will be negotiable.

 D. Budget request 2014: After review, motion to accept made by Joan
Feeley, seconded by Jean Cayer; motion passed unanimously.

 E. Branch: Shawn reported:

 1. He was instructed not to discuss employee issues with Board.

 2. Mural: He showed the mock-up; 75 sq ft.; FOTSL to pay designer fee; Shawn to apply for grant.

 F. Other: Essie explained that the ALA is negotiating with the big vendors regarding e-books.

9. **New Business:**

 A. Essie reported that the Friends want to spend the same amount of money for Plumb’s Children’s Room; Janice Davis proposed a stained glass transom for the Teen Room, and a 2-D representation in the Children’s Room of Shelton history.

 B. Other new:

 1. In recognition that libraries support small businesses, Shawn would like to offer local businesses their own library cards so they would be able to access the library’s data bases and encourage businesses to use the library’s services; Essie will recheck our policy on library cards.

 2. Essie presented a letter from Marcia Austin requesting reimbursement for courses that she is taking.

 3. Board Appreciation Luncheon will be held on Thursday, April 11 from 12:00 - 2:00. Shirley Keller will chair; Aleta Miner and Jim Geissler will make arrangements with caterer.

Motion to adjourn made by Jean Cayer, seconded by Joan Feeley. Motion passed unanimously. Meeting adjourned at 9:15 p.m.

Respectfully submitted by

Joan Feeley, Library Board Secretary