

**Bentley Memorial Library Board  
Regular Meeting  
Tuesday, August 22, 2017  
206 Bolton Center Road, Bolton, CT.**

**1. Call to Order:**

Ms. Hryn called the regular meeting to order at 4:10p.m.

**2. Attendance:**

Present at the regular meeting were Vice Chair Loni Hryn and board members Kelly Goldsnider, Dot Neil, Brook Nowak, Polly Silva, Library Director Liz Thornton and intended board member Claire Fazzina. Absent from the regular meeting was Rebecca Holliman.

**3. Approve minutes of the Regular Meeting June 12, 2017:**

A motion was made by Ms. Silva seconded by Ms. Neil to approve the minutes as presented. The motion passed unanimously.

**4. Correspondence:**

Received: Jan Carlow sent a thank you card for supporting Family Fun Day, Jean Ames sent a thank you card for the gift from the library board and Bolton YWCA sent a thank you card for story time. A notification from Probate was received regarding Doris Hadden's will.

**5. Review Library Statistical Report:**

Ms. Thornton distributed and reviewed June 2017 Statistical Reports with board members.

**6. Review of Library Budget Summary:**

Ms. Thornton distributed and reviewed current Library Budget Summary and 2016/2017 Fiscal Year Budget Summary with board members.

**7. Director's Report:**

- C Car Update: Delivery/pick up 5 days a week was not happening. C Car was looking for an outside bin with lock so they did not have to enter the library for deliveries. Buildings and Grounds Department purchased a bin housed outside for C Car deliveries. Going forward deliveries are expected Monday, Wednesday and Friday.
- Bibliomation network is back on track with pull lists.
- Ms. Thornton requested a meeting with state trooper to discuss building vandalism/incident.
- Library was closed Monday, Tuesday and Wednesday for gas line installation.
- Furnace replacement is out for bid, oil tank is scheduled for removal September 8, 2017.
- Library patron delivered suitcases of book donations to Kenya. Ms. Thornton shared photos with the board members.
- Ms Thornton shared notes from Bibliomation's Annual Members Council meeting 6/20/17. An update is scheduled for November.
- ACLB Library Newsletter was shared with Board members.
- "Board Bylaws", an article by Michael A Burstein, was shared with board members.

- “Dear Incoming Trustee”, an article by Maxine Bleiweis, was shared with board members.
- Ms. Thornton is attending a conference tomorrow and anticipates an update regarding: Find It, status of Pilot Program, enhancements, workflow and training dates.
- Shelving will be ordered for the adult nonfiction section.
- Ms. Thornton contacted John & Leah Dean regarding construction of a display unit.
- Ms. Thornton is working on next book discussion.

**8. Old Business:**

A response to Library Board’s safety letter was received from Town Hall regarding town incident and emergency notification to Bentley Memorial Library Staff.

**9. New Business:**

None

**10. Adjournment:**

A motion was made by Ms. Goldsnider, seconded by Ms. Neil to adjourn the meeting at 5:15pm. The motion passed unanimously.

The next meeting is September 12, 2017 at 4:00pm.

Respectfully Submitted,

Kelly Goldsnider  
Bentley Memorial Library Board Secretary

Please refer to minutes of subsequent meeting for any addition or correction to these minutes.