

**Bentley Memorial Library Board
Regular Meeting
Tuesday, June 12, 2017
206 Bolton Center Road, Bolton, CT.**

1. Call to Order:

Ms. Holliman called the regular meeting to order at 4:05p.m.

2. Attendance:

Present at the regular meeting were Chair Rebecca Holliman and board members Kelly Goldsnider, Loni Hryn, Dot Neil, Brook Nowak, Polly Silva and Library Director, Liz Thornton.

3. Approve minutes of the Regular Meeting May 16, 2017:

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

4. Correspondence:

Lois from Coventry sent a thank you card for book discussion group.

5. Review Library Statistical Report:

Ms. Thornton distributed and reviewed May 2017 Statistical Reports with board members. Ms. Thornton expects Connecticut loans and ILL numbers to go down for the summer due to service being temporarily shut down. Circulation numbers are the same as last year which is good.

6. Review of Library Budget Summary:

Ms. Thornton distributed and reviewed current Library Budget Summary with board members. Ms. Thornton expects there will be some money returned to town.

7. Director's Report:

- The new library copier does not generate a fax report for count purposes.
- One whole row of adult nonfiction was withdrawn.
- Thank you Ms. Holliman and Ms. Hryn for working the library table at Family Fun Day. Baby packages, puzzle books, bookmarks, free books and candy were distributed.
- The Town of Bolton Budget passed.
- Ms. Thornton received a schedule to submit final invoices.
- A summer reading list for Pre K through Grade 5 was received. Ms. Thornton is waiting to receive summer reading list from Middle School and required AP High School list.
- The library is in the process of establishing a summer reading program. Summer Reading specifics and dates to be determined.
- A copy of Bentley's Notice of Interruption in Interlibrary Loan Service (deliverIT CT) June 19-July 17, 2017 was distributed to board members. Pick up and deliveries will not be made during this time.

- A copy of Bibliomation's email blast regarding Library Holds: Temporary Service Change was distributed to board members. The Bibliomation network will temporarily disable holds that would require items to be delivered from another library.
- Every library in Connecticut will receive bins and expect pick up five times a week. After July it is expected three bins will be picked up daily.
- Information regarding Bibliomation & the Evergreen Open Source Community was distributed to board members.
- A generous patron moving to Manchester donated specialty cake pans and books to the library. The library is in the process of cataloging material for circulation.
- The new vinyl open/closed sign was ordered from Tracy Verrastro. The Friends of the Library are paying for it.
- An end panel will be installed in the Children's Room next week.
- ReQuest IT Pilot Program update distributed to board members.

8. Old Business:

Safety letter to Town Hall was reviewed by board members. A motion was made by Ms. Silva, seconded by Ms. Neil to approve the letter with changes. The motion passed unanimously.

9. New Business:

Bentley Memorial Library Board Officers: A motion was made by Ms. Holliman, seconded by Ms. Goldsnider to elect the following board members as officers: Rebecca Holliman, Chair; Loni Hryn, Vice Chair; Kelly Goldsnider, Secretary; and Dot Neil, Treasurer. The motion passed unanimously.

10. Adjournment:

A motion was made by Ms. Holliman seconded by Ms. Hryn to adjourn the meeting at 5:00pm. The motion passed unanimously.

The next meeting is August 22, 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.