

**Bentley Memorial Library Board  
Regular Meeting  
Tuesday, February 13, 2018  
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 Claire Fazzina, Kelly Goldsnider, Loni Hryn, Dot Neil and Library Director Liz Thornton. Absent with notice: Brook Nowak and Polly Silva.

**3. Approve minutes of the Regular Meeting January 9, 2018:**

Minutes of the Regular Meeting held January 9, 2018: A motion was made by Ms. Holliman, seconded by Ms. Fazzina to approve the minutes as presented with the following change: The next meeting date is 2/13/18. The motion passed unanimously.

**4. Correspondence:**

None

**5. Review Library Statistical Report:**

Ms. Thornton distributed and reviewed January 2018 Statistical Report with board members. Ms. Thornton reported: library collection size down to 45,504; reports including material that has not circulated in a number of years is used as a tool for weeding. Travel and medical books are being replaced. Circulation numbers are good.

**6. Library Budget Update:**

Ms. Thornton distributed and reviewed Library Summary with Salary Expenses as of February 1, 2018.

**7. Director's Report:**

- Association of Connecticut Library Boards Membership renewed, annual fee \$100.
- Ms. Thornton signed up to participate in Hartford Yard Goat's summer reading program, "Reading is a Homerun". Yard Goat passes are the prize.
- 411 pounds of cat food were collected for Bolton's feral cat colony.
- Small ant issue reported; ant traps were purchased.
- Library closed early Wednesday, due to snow.
- Computer #1 was fixed.
- Ms. Thornton attended Hartford Foundation for Public Giving meeting at AHM headquarters in Hebron.
- Bentley Memorial Library 2016/2017 Statistics distributed to board members. This information was shared at the budget meeting.
- Budget meeting with the Selectman went well. Ms. Thornton, Ms. Holliman and Ms. Sylva attended.

- Ms. Thornton is working on Library Card Reach Out with Community Fair and Senior Center.
- Finance Director requested revenue information for fines, copies and faxes for: fiscal year 2017/2018 \$1318 and fiscal year 2018/2019 projection \$2407.
- Customer Service Workshop Ms. Thornton conducted with department heads went well.
- Bentley Memorial Library received a certificate and \$50 check from Christmas Tree Festival for Honorable Mention.
- Story times are well attended.
- End panel in adult fiction will be installed this week.
- Bolton Recreation Department has invited the library to participate in the Annual Community Fair, 3/16/18. Ms. Holliman and Ms. Fazzina volunteered to man the table.

**8. Old Business:**

None

**9. New Business:**

Library policies will be reviewed at the next meeting.

**10. Adjournment:**

A motion was made by Ms. Fazzina, seconded by Ms. Hryn to adjourn the meeting at 4:35pm. The motion passed unanimously.

The next meeting is March 13, 2018 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.