

Oxford Library Board of Director's  
Special Meeting  
July 20<sup>th</sup>, 2016

**Roll Call:**

Meeting called to order: 6:32 P.M.

In Attendance: Keating; Federowicz; O'Brien; Gawitt; Briganti.

Absent: Joncyk.

Also in attendance: Higginson.

**Acceptance of June Meeting Minutes:**

Review for acceptance of June Meeting Minutes.

Motion to accept June Meeting Minutes: Gawitt; Second: O'Brien.

Vote: 4-0.

Abstain: Briganti.

**Audience of Citizens:**

Laurie Abbot

**Treasurer's Report:**

Submitted and presented by: O'Brien.

Copier: \$29.00; Fines: \$140.00; Lost and Damaged Books: \$0.00. Total: \$169.00. Per Hliva there have been no changes to Grants or Gifts/Bequests accounts.

Motion to accept Treasurer's Report: Briganti; Second: Keating.

Vote: 5-0.

**Town Treasurer:**

Motion for amendment of Agenda to postpone Town Treasurer to end of meeting.

Motion: Federowicz; Second: O'Brien.

Vote: 5-0

**Formation of Subcommittee:**

Discussion on new library building and funds needed for various items.

Also, discussion on forming a Subcommittee and various questions and answers for such a committee.

Suggestion for 1 chair but Library Board all support by attending all meetings and be actively involved.

Board would like a set schedule of meetings each month; possibly first meeting before next Board meeting in September.

Briganti will look to contact area businesses and possibly tech schools along with various organizations to see if any monetary and/or skilled labor can be donated for the new library's needs/requests.

#### **Chairman's Report:**

Question by Board to Higginson in regards to email Board received in reference to an issue with Town Hall and Library programming. Higginson states she requested room, by phone, in Town Hall to hold Zumba program upstairs in the Town Hall. She states she was told it was written in the schedule book. Town Hall states no Zumba program was approved by Town Hall. During the program, noise levels were not appropriate for Town Hall business, and when Town Hall went in, they stated there was no Library staff in attendance. Higginson states that the Children's Librarian was not there, but one of the substitute Library staff was in attendance. Due to this incident, Town Hall has notified the Library Director that no programs can be held upstairs in Town Hall in the future.

Federowicz referred back to meeting which Union Representative was present to reiterate schedule changes. Higginson stated that she has a tentative draft which is not yet finished with regards to changes to current library staff's hours. Board wants it solidified before new building is open. Reminder of the 2 month notification requirement before said changes will be in effect. Board directed Higginson to verbalize to current staff members that work schedules will be changing.

Higginson will possibly do head counts for patron frequency.

Discussion on future endeavors for fundraising and for what, if any specific item/s are needed/required.

#### **Old Business:**

#### **New Business:**

#### **Town Treasurer:**

Tabled until future notice.

#### **Adjournment:**

Time: 8:00 P.M.

Motion to adjourn: Keating; Second: O'Brien.

Vote: 5-0.

Minutes subject to approval at next meeting.

Respectfully Submitted by:

K. Solicito

16 JUL 26 PM 12:21  
TOWN OF OXFORD, CT  
TOWN CLERK  
*Christina A. Clark*