

OXFORD LIBRARY BOARD OF DIRECTORS
MINUTES
JUNE 19, 2019

ROLL CALL

In attendance: Bunnell, Keating, O'Brien, Federowicz; Briganti.
Also, in attendance: Higginson.

Meeting called to order: 7:03 p.m.

ACCEPTANCE OF MARCH MEETING MINUTES

Motion to accept: O'Brien; Second: Keating.
Vote: 4-0; abstain: Briganti.

AUDIENCE OF CITIZENS

Laurie Abbot, President, Friends of the Library

Summary of FOLIO endeavors at their end of year meeting which benefited the library in the past year.

These include fixtures and monetary donations as well as sponsoring numerous programs.

Discussion on next year's possible events and goals.

Discussion on changing tables in patron bathrooms.

TREASURER'S REPORT

Submitted and presented by O'Brien.

Copier: \$99.15; Fines: \$41.35; \$300.00 donation to Gifts and Bequests.

Totals, Fiscal Year to date: Copier: \$1,082.33; Fines: \$840.49; Lost and Damaged: \$175.89. Grand total, Grants: \$7,158.45; Gift/Bequests: \$11,797.36.

Motion to accept: Federowicz; second: Bunnell.

Vote: 5-0.

DIRECTOR OF MUNICIPAL LIBRARY/ MEDIA OPERATION'S REPORT

Submitted by Costigan.

Updates on issues with buildings.

Application submitted for Oxford Community Support Grant has been approved. This includes 8 Microsoft Surface Gos and 2 Surface Pros. Amount of monies; \$6,322.74.

Connecticut State Library awarded Oxford Library LSTA Literacy Grant which will be used for adult and senior computer classes. These funds total \$4,807.00.

Discussion on numerous changes in building with fixtures and such as Library Building Committee approved various updates as well as changes.

Summer Reading up and running.

ADULT SERVICES LIBRARIAN'S REPORT

Adult programs held include book discussions, movies, crafts, as well as upcoming computer classes.

Inventory for adult section has been completed.

New quarterly newsletter has been made and distributed.

Books from Bookexpo will be used for the collection or as a giveaway. Book bags filled for Summer Reading program prizes.

List of upcoming adult programs submitted to Board.

Library of Congress link was not added to website.

Discussion on new Board member/s as well as Town Charter. Letter will be drafted to amend first letter sent to Selectmen. This question will ask to of a change to Town Charter asking whether the Library Board can have 8 members or 6 with 2 alternates.

CHILDREN'S LIBRARIAN'S REPORT

Program attendance specifics given to Board for children's programs.

Summer Reading Kickoff Day was a success.

Rivero has Summer reading assignments ready for each grade level at town schools. Books added to children's/teen's collection.

Rivero made visits to 3 of the town's schools for book clubs and discussions on Summer Reading Challenge.

June and July calendar of programs submitted with Rivero's report to Board.

CHAIRMAN'S REPORT

Discussion on donations made to library and maintenance/upkeep on such donations. Specific item: possible tree donation.

Break down of donations from Higginson which were designated for specific items.

Copies given to Board members of said donations.

Technology Policy and Policy Book still need to be addressed/amended.

Board would like hard copy for members to look at.

Possible duplicates in Technology policy which need to be addressed.

Discussion on possible Summer Special Meeting and dates for such – looking for month of July. Possible workshop meeting to work on Policy Book instead of official meeting. Then special meeting with submitted amendments for approval.

Higginson will send hard copy of Technology Policy draft to Bunnell.

Discussion on specifics for lending technology to adults/children and age restrictions as well as possible restrictions on said technology.

Keating will send copy of Waterbury Library's Technology Policy to Board.

Discussion on various policies.

OLD BUSINESS

Briganti states we no longer have the title of Assistant Director and Higginson corrects her that it is in her title. Statement/question of that now 2 people have that title and what about the budget. Costigan is working on this with Temple.

Meeting Room policy discussion.

NEW BUSINESS

ADJOURNMENT

Adjourn: 9:00 pm.

Motion to adjourn: Briganti; second: O'Brien.

Vote: 5-0.

Minutes subject to approval at next meeting.

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6/24/19

19 JUN 25 PM 3:12
TOWN OF OXFORD, CT
TOWN CLERK
Christina A. Clark