

OXFORD LIBRARY BOARD OF DIRECTORS
REGULAR MEETING MINUTES
DECEMBER 18th, 2019

Roll Call:

Called to order: 7:04 p.m.

In attendance: Keating, O'Brien, Briganti, and Federowicz.

Acceptance of September Meeting Minutes:

Motion to accept September's Minutes: O'Brien; Second: Briganti.

Vote: 4-0.

Audience of Citizens:

Treasurer's Report:

Submitted and Presented By: O'Brien.

October Totals: Copier: \$99.50; Fines: \$33.90; Total: Lost and Damaged: \$6.00. Total: \$139.40.

November Totals: Copier: \$82.10; Fines: \$51.05; Lost and Damaged Books: \$0.00. Total: \$133.15.

Gifts and Bequests Total: \$9,384.76; Grants: \$7,158.45.

Adjustment, a deduction, to August totals of \$2,412.60 in Gifts and Bequests should be \$133.60 in August from Special Accounts and she will rectify this in her report. Also, an adjustment, a credit, will be September for this same amount as the Friends covered this expenditure.

O'Brien asked of relaying of money expenditures to be more specific when being sent to her as well as receiving totals from Hliva in Gifts and Bequests as well as Grants accounts so she can make sure the totals are the same.

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

Vote: 4-0.

Director of Municipal Library/Media Operations' Report:

Submitted and presented by Costigan.

Microsoft Gos and Pros as well as cases and charging cart have been purchased by the Oxford Community Support Group Grant and Friends of the Library, respectively. Library can now offer these devices to patrons.

Discussion on the implementation of these.

Bunnell in attendance at 7:30 p.m.

Landscaping needs will be upcoming in the Spring. These funds will be coming from the remainder of the Strong monies.

Cultural Arts have been displaying local artists works bi-monthly.

Carousel Media Player has been secured in the entryway and informs patrons of programs.

Large television screen in meeting has also been installed.

Memorial bench has been moved from previous library location to new library.

Great Oak Middle School's floor plans are now on display in the hallway, per the Selectman's Office.

Costigan attended various seminars and meetings.

Stephen Fians has decided to take a position elsewhere and his last day was October 24th.

Book Sale sponsored by Friends did very well.

Costigan met with the Selectman's Administrative Assistant and will continue to meet monthly to be contact person for the 2020 Census.

Friends holding their Holiday Raffle again this year.

Free trial of printing from mobile devices coming up in the Spring.

Library Building Committee met and the project is officially finished.

Discussion on building maintenance and issues that have happened.

Question proposed regarding the big TV and getting comfy chairs to help with programming to utilize this TV. Quote from Costigan of \$1,800.00 for 4 chairs. Possibly using funds from Gifts and Bequests.

Motion to use \$ 1,800.00 from Gifts and Bequests, specific funds designated as such:

Janice Lyons, \$690.00,

Trudy Tidsbury, \$875.00,

Sara Jane Fryncko, \$50.00,

Donald Tymosko, \$75.00,

Nina Cherubino, \$30.00,

Susan Wiedl, \$50.00,

with the remaining balance, \$30.00, also from the Gifts and Bequests account, to use towards 4 chairs to be utilized in the large meeting room: Briganti; Second: O'Brien.

Vote: 5-0.

Adult Services Librarian's Report:

Report submitted and presented by Higginson as well as submitting Connecticut Public Library Annual Survey Report and December Adult Calendar.

Adult programing included 12 different programs throughout November and December.

Audio book circuit from Connecticut Library Consortium is a cost-sharing resource of quarterly exchanges of 45 titles. Patrons are enjoying this new service.

Higginson attended New England Library Association Conference.

Children's Librarian's Report:

Submitted by Rivero along with January Calendar and the Library's Winter Newsletter.

Highlights include:

32 programs held throughout November and December. Included: visit from Santa, Gingerbread Houses, and Coding with Minecraft.

Book orders are continuing on a monthly basis with input from co-worker and teen volunteers.

Visits to Quaker Farms and several new programs to be offered in January. These include another Dungeons and Dragons program, Lego Program, and Homeschool Hangout.

Chairman's Report:

Discussion on Great Oak Middle School students coming after school.

Board members agree to contribute, along with the Friends, to supply the staff's holiday luncheon.

Discussion on filling Library Board Member vacancy.

Federowicz going to Town Hall to be sworn in for another term as a Library Board member.

Old Business:

Discussion and questions pertaining to the Technology Policy along with accepting and implementing it.

New Business:

Adjournment:

Motion to adjourn: Briganti ; Second: Bunnell.

Vote: 5-0.

8:41 p.m.

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12/18/19

19 DEC 20 AM 10:12
TOWN OF GAITHERSBURG, CT
TOWN CLERK
Elizabeth A. West