

Oxford Library Board of Director's  
Regular Meeting  
September 16th, 2015

**Roll Call:**

Meeting called to order: 7:01 P.M.

In Attendance: Keating; Federowicz; O'Brien, Gawitt; Joncyk.

Also in attendance: Higginson.

Absent: Briganti.

**Acceptance of August's Meeting Minutes:**

Review for acceptance of August's Minutes.

Motion to accept August's Minutes: Gawitt; Second: Keating.

Abstain: Joncyk.

Vote: 3-0.

**Audience of Citizens:**

Laurie Abbot,  
President, Friends of the Oxford Library,  
Oxford, CT

Discussion on FOLIO happenings and contributions to current library, as well as upcoming FOLIO endeavors and ideas.

**Treasurer's Report:**

Some additions/subtractions to categories for reporting as some are newer and others obsolete. These include: Adding Library Construction and Strong Estate Categories while removing Video and combining it with Lost/Damaged Books/Movies.

Totals for month of August: Copier: \$55.00; Fines: \$81.44; and Lost/Damaged Books/Movies: \$40.99. Grand Totals: Grants: \$6305.45; Gifts/Bequests: \$63,659.46; Library Building Fund: \$10,200.00; Library Construction: \$4835.45; and Strong Estate: \$78,297.19.

State of Connecticut Grant for \$3000.00 into Town General Fund will be reflected next month into Library Grants account. Looking into where/what this specific grant is for.

Also submitted with Treasurer's Report: Report of the total donation monies from Strong Estate dated between May through June 2015.

Motion to accept Treasure's Report with change of date from June, 2015, to September 2015: Joncyk;  
Second: Keating.  
Vote: 5-0.

### **Director's Report:**

Submitted and Presented by Higginson.

Update on Library Building Committee, Board of Finance, and Board of Selectmen's meetings.  
Adult Book discussion held.

Friends met and discussed how they can facilitate getting word out about the upcoming vote and  
October Children's Programming.

Children's Librarian has resigned with her last scheduled day of work as September 17<sup>th</sup>, 2015. Posting  
for position is scheduled for September 18<sup>th</sup>, 2015. Interviews should be first two weeks of October.  
Higginson requested permission from Library Board to ask Selectman and Union for a change in hours  
for Children's Librarian position.

Library Staff is looking to have "Winter Hours" from December 1<sup>st</sup> through April 1<sup>st</sup>. Higginson states  
there have been issues with snow removal and notifications during winter months. These hours would  
be 9 A.M. to 5 P.M. instead of 8 A.M. to 5 P.M. and on late nights, instead of 8 A.M. to 8 P.M., 9 A.M. to  
8 P.M.

Submitted letter requesting these changes addressed to Board of Selectmen and Cc'd to the Union to  
Library Board for approval.

Board states this is acceptable as long as employees are made aware that they will be making up that  
extra hour by staying one hour later on day it is implemented and it is stated in the letter to Selectmen  
and Union. Also, wants to see this letter before submission to Selectmen and Union.

### **Children's Librarian Report:**

Submitted by Martone; presented by: Higginson.

Numerous programs offered and implemented throughout past month; report submitted lists those  
programs with details.

Children's Librarian states she has accepted another job position elsewhere and her last day is  
scheduled to be September 17<sup>th</sup>.

Motion to accept Director's and Children's Report as said: O'Brien; Second: Joncyk.  
Vote: 5-0.

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

Possible rescheduling of October's Meeting as two Board members are unable to attend. Looking at  
October 14<sup>th</sup> for meeting instead of October 21<sup>st</sup>.

Payment shall be made for the admittance fee for Keating to attend Association of Connecticut's Library  
Boards Meeting in November with a fee of \$35.00.

**Old Business:**

Discussions on fundraising ideas to promote new library, ideas to make the town aware of new library and referendum, as well as PAC committee limitations and requirements.

Revisit of the Children's Program Policy requests.

Will implement:

- 1.) If you cannot make it to a program that you have registered for, please call and let us know, it may give someone on the waitlist a chance to come.
- 2.) If your child is on the waitlist for a program, you will be called if someone else cancelled and a spot has opened up.

Letters to Editor read from some Board members which will be submitted to Voices Newspaper in regards to why a new library is needed.

**New Business:**

**Adjournment:**

Time: 8:58 P.M.

Motion to adjourn: Gawitt; Second: Joncyk.

Vote: 5-0.

15 SEP 21 PM 5:07  
TOWN OF OXFORD, CT  
*Margaret A. West*  
TOWN CLERK

Respectfully Submitted by:

K. Solicito