

**Library Board of Director's  
Meeting Minutes  
March 19, 2014**

**Roll Call:**

Meeting Called to order:

Time: 7:00 p.m.

Location: Oxford Public Library

In attendance: Gawitt; O'Brien; Keating; Federowicz, Joneyk, Brosious.

Also in attendance: Higginson.

**Acceptance of February 2014 Minutes:**

Motion to accept February 2014 Minutes.

Motion: Keating; Second: Gawitt.

Vote: 4-0. Abstain: Brosious, Joneyk.

**Audience of Citizens:**

**Treasurer's Report:**

Submitted and presented by O'Brien:

March totals to date as follows: Copier: \$85.00; Fines: \$77.00; Lost/damaged books: \$35.00; Grants: \$5928.73; Grants/Bequests: \$61,665.36; Library Building Fund: \$200.00.

Motion to accept Treasurer's report: Gawitt; Second: Brosious.

Vote: 6-0.

**Director's Report:**

Submitted and presented by Higginson:

Adult book discussion held monthly.

New computer and parts received and installed.

Planning and Building Committee met February 28<sup>th</sup> to discuss new library project. It was agreed at the committee meeting on March 3<sup>rd</sup> to start formal process with letter addressed to request joint meeting with Board of Selectmen and Board of Finance. As of March 19<sup>th</sup>, no answer has been given to committee on possible date. It must be scheduled by April 4<sup>th</sup> to meet charter requirements for referendum in May.

Friends approached by Lily Brooks Birthday Dash 5K run committee to use 501c3 designation.

After much research and discussion Friends regretfully informed them there was no legal way for them to proceed with this request.

Membership increased for FOLIO from 20 to 60 in past month.

Friends sponsoring many programs going forward including: coffee, high school after school reading club, a Kindle class, author program scheduled in April for National Library Week, and an art show for high school students. Also a coloring contest at Quaker Farms and Center School with prizes as well as two awards for two students graduating from 8<sup>th</sup> grade.

Higginson attended Bibliomation ILS Steering Committee on March 12<sup>th</sup> to discuss improvements for Evergreen (circulation software system).

Higginson met with Board of Selectmen to review annual budget request.

Any changes will be known beginning of April.

Finishing up details on new copier as well as notifying current vendor contract will not be renewed.

Library has scheduled spring jellybean giveaway with prizes.

Reiki program being held in April will also give away a prize.

Canine Book Buddies will begin again and a gift certificate will be awarded.

Annual Volunteer Reception being held April 9<sup>th</sup>.

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

Submitted by Ciullo; presented by Higginson:

Various activities include: contests, craft days, story times, book clubs, board games, music program, demonstrations for patrons on how to borrow free eBooks from the library.

Ciullo speaking at Quaker and Center schools regarding FOLIO sponsored coloring contest.

Also, Ciullo going to Oxford High School to run first meeting of an after school book club which in turn, will hopefully revive Junior Friends of the Library group.

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

#### **Old Business:**

Motion to purchase security camera for \$150.00 and hard drive for said security camera for \$70.00 for library.

Motion: Gawitt; Second: Joncyk.

Vote: 6-0.

#### **New Business:**

Keating suggested all on the Library Board of Directors become members of Friends of the Library in Oxford as well as get/renew their current library cards.

Motion to transfer monies received for State grant from grants account in the amount of \$1000.00 to account #5390-525 titled Books.

Motion: Keating; Second: Gawitt. Vote: 6-0.

Cancel April's scheduled meeting on Wednesday, April 16<sup>th</sup>, due to possible lack of quorum.  
Possible reschedule date of Wednesday, April 23<sup>rd</sup>, 7 p.m.

**Executive Session:**

Executive Session tabled per Selectmen after Selectmen joined meeting. Date and time of rescheduled Executive Session not yet determined.

**Adjournment:**

Motion to Adjourn: Gawitt; Second: O'Brien.  
Vote: 6-0  
Time: 8:30 p.m.

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TOWN OF HAVARD, CT  
*Margaret H. West*  
TOWN CLERK

Respectfully Submitted by:  
K. Solicito