

DRAFT MINUTES: **Fairfield Board of Library Trustees Meeting**
HELD: **March 19, 2012**
AT: **Fairfield Public Library**
 1080 Old Post Road
 Fairfield, CT 06824

Present: Trustees: Ms. Elizabeth Dillabough, Ms. Mary Ellen McLean, Ms. Kristen Tierney, Mr. Robert Sussman, Dr. Manyul Im,
Town Treasurer Ms. Helen D'Avanzo
Library Staff: Ms. Karen Ronald, Town Librarian, Ms. Nancy Coriaty, Deputy Town Librarian
Members of the Public: Ms. Lori Kostopoulos

1. Call to Order

Meeting called to order by Ms. Tierney at 7:00 p.m.

2. Approval of Minutes Motions

Motion to approve the February 13, 2012 Fairfield Board of Library Trustees meeting minutes was made by Dr. Manyul Im. Seconded by Ms. Elizabeth Dillabough. Ms. Kristen Tierney abstained. Motion approved unanimously.

3. Financial/Budget Report

The Town Librarian and Board of Library Trustees presented the 2012-2013 budget to BOF on March 12, 2012. Ms. Ronald spoke about the need for additional IT staff at the library. Over the past ten years, the volume of work has increased tremendously (e.g., 75 computers in 2002 vs. 176 computers in 2011). Ms. Ronald provided detailed information in support of hiring additional IT staff. The public session on the budget will be held on March 24th at the Senior Center from 9:30-11:00am and the RTM budget meeting will be at Osborn Hill School on April 11, 2012.

4. Review of Long Range Plans

Sub-committee update on Fairfield Woods Branch Project: The Board noted that Ms. Tierney created a superb PowerPoint presentation. Dr. Manyul Im and Ms. Tierney will be presenting the PowerPoint presentation to the Board of Selectman on April 4, 2012 and to the Board of Finance on April 24, 2012. Ms. Ronald presented information provided to her by Mr. Rich White, Director of Public Works, about the cost to repair the roof at the Branch, estimated at \$252,000.

Friends of the Fairfield Public Library Report: The Friends gala, Mystery in the Stacks, featuring best-selling author Mary Jane Clark had to be cancelled due to low ticket sales. On Monday, March 26, 2012 there will be the One Book One Town presentation at the Quick Center. On May 2, 2012 there will be a literary luncheon at the Patterson Club.

Website: Ms. Ronald and library staff have met with Infinite Web Designs to begin working on renovating the website. Ms. Ronald is pleased with the progress so far and the goal is to have it up and running sometime in July, 2012.

5. Library Operations Report

Ms. Ronald reported the library will be partnering with the Fairfield public schools on more year-round reading programs. Library staff presented read-aloud programs for the kindergarten and first graders at Riverfield Elementary School. The program is going very well so far.

Ms. Mary Sorhus has been hired as the new Head, Children's Services and will begin on April 2, 2012.

Ms. Ronald commended the job Ms. Nancy Coriaty did in managing and setting priorities for staff during her time as Interim Head, Children's Services.

The Librarians on Loan facilitated discussions of the One Book One Town Book. Ms. Ronald and Ms. Coriaty visited three book clubs in one day, and on the same evening Nicole Scherer and Mary Coe visited another book club.

6. New Business

Ms. Mary Ellen McLean and Dr. Manyul Im will be on the Nominating Subcommittee.

Billboard: Ms. Ronald shared the draft of the billboard ad with the Board. Discussion ensued.

The Endowments and Bequests information flier was reviewed. The Board will provide Ms. Sussman with comments and edits.

7. Executive Session

Motion to enter into Executive Session to discuss a personnel matter was made by Ms. Mary Ellen McLean at 7:45 p.m. Seconded by Dr. Manyul Im. Motion approved unanimously.

Executive session ended at 8:10pm.

8. Adjournment

Motion to adjourn made by Dr. Im at 8:10pm. Seconded by Ms. Dillabough. Motion approved unanimously.

Respectfully submitted,
Lori Kostopoulos
For Mary Ellen McLean, Secretary
Fairfield Board of Library Trustees

Date and Location of next meeting:
Monday, April 9, 2012
Jennings Room, Fairfield Public Library
1080 Old Post Road, Fairfield, CT 06824