

MINUTES: **Fairfield Public Library Board of Library Trustees Meeting**
HELD: **July 22, 2013**
AT: **Fairfield Public Library**
1080 Old Post Road
Fairfield, CT 06825

Present: Trustees: Ms. Kristen Tierney, Mr. Robert Sussman, Dr. Manyul Im , Ms. Michelle McCabe

Town Treasurer *ex officio*: Ms. Helen D'Avanzo

Library Staff: Ms. Karen Ronald, Town Librarian, Ms. Jan Fisher, Assistant Director of Administrative Services

Members of the Public: Ms. Lori Kostopoulos

Absent: Trustees: Ms. Elizabeth Dillabough; Mr. Joseph Rooney

1. Call to Order

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

2. Approval of Minutes

Dr. Manyul Im made a motion to approve the minutes of the June 17, 2013 Board of Library Trustees Meeting. Mr. Robert Sussman seconded, Ms. McCabe abstained. Motion unanimously approved.

3. Chairman's Report

Ms. Tierney welcomed Ms. Michelle McCabe to the Board. There was a walkthrough of the Branch Library today with Mr. Joseph Michelangelo, Director of Public Works; Mr. Ed McCourt, Ms. Coe, Ms. Tierney and Ms. Ronald. They met with a representative of Hygenix, a certified indoor air quality consultant. Air quality testing will be done on Thursday and Friday, July 25th and July 26th. Ms. Tierney reported that the town is committed to addressing the issues at the Branch.

4. Old Business

Ms. Ronald reported that Joel & Sinclair Associates came down on their price in writing the new long range plan for the library. The Board agrees with Ms. Ronald that this is an important document and driver of the library operations. Discussion ensued as to how the Board and the Friends of the Library will possibly fund this project.

Ms. Tierney reported that Anne Tack of Tack Writers is continuing to work on the Bikes Belong grant. Her contract will be discussed in September.

The Board will meet in Executive Session in September to complete Ms. Ronald's performance review.

5. Library Operations Report

Ms. Ronald and Ms. Coriaty attended a very interesting workshop on Hazards Mitigation & Community Resilience. The Library serves as an information center during severe weather events. The Teen Program “Minecraft” was attended by 39 teens and was very successful. The Children’s Department has a new staff member, Ms. Kristina Lareau. She is very interested in the ‘tween’ population and is looking forward to programs for that group. The summer reading program has 1,033 students enrolled. The Library is seeing strong usage this summer and has been a popular cooling center these last weeks.

6. Financial/Budget Report

Mr. Rooney will discuss the Quarterly Report at the September meeting.

7. Review of Long Range Plan

The Library is receiving lots of good feedback on the new website. The staff is being trained to update their department web pages.

8. New Business

Dr. Im made a motion to pass the resolution that Karen Ronald, the duly appointed Town Librarian is empowered to execute and deliver in the name and on behalf of this organization a certain contract with the Connecticut State Library, for an LSTA grant in the category Programs for Older Adults. Mr. Sussman seconded the motion. Motion was unanimously approved

Ms. Ronald reported that the Library will have a representative available to assist patrons in completing the applications under the new Obamacare.

8. Adjournment

Motion to adjourn was made by Ms.McCabe at 7:50 p.m. Seconded by Dr. Im. Motion approved unanimously.

Respectfully submitted,
Lori Kostopoulos
For Elizabeth Dillabough, Secretary
Fairfield Board of Library Trustees

Date and Location of next meeting:
Monday, September 16, 2013 @ 7:00 p.m.
Jennings Room, Fairfield Main Library