

Call to order: 7:06pm at Wadleigh Memorial Library.

Present:

David Rysdam, Secretary	Betsy Solon, Library Director	Chris Costantino (alt)
Kathy Parenti	Jennifer O'Brien-Traficante	
Lynn Coakley, Treasurer	Janet Hromjak	
Judy Gross, Chair	Sarah Sandhage	

Director's Report:

STAFF NEWS

8 staff members (plus Trustee Judy) participated in the recent Labor Day parade – it was a hot day, but we were glad to march and hear the whistles and cheers for the library. Kudos to Katie Spofford and Olga for their creative book cart floats! Our Children's room is fully staffed again and already a busy place. We have 2 new notaries on staff (Michelle D. and Tammy) bringing our total to 7 notary publics and our notary service to nearly all hours the library is open. Staff will be attending several fall conferences and we are preparing for Staff Development Day on Oct. 5th.

PROGRAM HIGHLIGHTS

The Children's Staff visited the Jacques School ice cream social and registered 66 new library patrons onsite. Fall story times and after school programs are in full swing. The introduction of full-day Kindergarten has required a revamp of daytime programs, a process which will be evaluated throughout the Fall. YA Katie is beginning an evening Dr. Who Fan club for all ages and restricting her Fandom Club to grades 6-12. We are adding Scrapbook Sundays beginning 9/30 and have some great author events scheduled in the next few weeks. Our voter registration event got a lot of great press and is something we hope to repeat, based on the Supervisors of the Checklist's schedules. Acoustic Café begins October 19th – we have lined up 4 performers, including classical and jazz guitarists and a harpist for the 2018-19 season (the folk music version of the café has moved to Wilton). We are hoping to host a community-wide project to celebrate the 100th anniversary of Armistice Day (Veteran's Day) – more details to come!

FACILITIES

The irrigation system has been replaced and is working quite well. The work to remove old insulation begins on 9/17 and the new security cameras should be installed shortly after that. Staff has begun parking in the new gravel lots. We are still having issues with dog waste – Jeff is investigating the cost of installing a stockade fence along the whole back row of the parking lot, which may help to alleviate the problem. The Soldier's Memorial garden has been maintained by a volunteer, Ruth Smith, who recently resigned from that work – I think it would be nice for the trustees to recognize all of her efforts and beautiful gardens over the years. Volunteer Jason Clark plans to test the electrical line to the Memorial in the near future, so he can be sure the new lights will work. At this time, no missing stones have been returned. Bruce (Town IT) helped us to remove some old computer equipment from

Tech Services on 9/11 and will be in on 9/18 to move the servers from Tech Services to the Electrical Room. This is the first step in converting the area to a meeting room.

OTHER NEWS

We will be partnering with a Milford High School marketing student to reach out to local businesses regarding library cards.

A local community member has offered to help the library with a fundraising campaign this Fall – if the trustees are interested, I will arrange for a meeting.

August Minutes: Approved unanimously on motion from Kathy with second from Janet.

Donations: \$32.50 accepted unanimously on motion from David with second from Lynn.

Gardening Gift: Kathy moves \$50 for a gift to Ruth Smith in appreciation for years of gardening service. Janet seconds. Unanimous.

Policy Presentation: Judy presents new “Communication with the Board of Trustees” policy. David presents updated “Computer and Internet Policy”. Both policies unanimously accepted on motion from Lynn, seconded by Chris.

Theater Request: Milford High School Theater Department asked if Wadleigh wanted to put an ad in their next play program. They have various sizes. After some brainstorming, we chose the quote often attributed to Groucho Marx:

Outside of a dog, a book is a man's best friend. Inside of a dog, it's too dark to read.

We decided to place this in one of their \$40-sized ad spaces.

Building Committee: Kathy presents proposed RFP and rough schedule for building project. Trustees work through timeline to get date more fixed.

RFP circulated/posted	October 5
Mandatory site visit	October 12
Proposals due	November 14
Review by Building Committee	November 14-28
Interviews with selected firms	December 3
Trustees authorize	December 18

Wadleigh Memorial Library Trustees Meeting

September 18, 2018

Delivery of design and cost analysis | January 31

Next Month: October 16 at 7:00.

Meeting adjourned at 8:38 pm.