

**Bentley Memorial Library Board
Regular Meeting
Tuesday, April 17, 2018
206 Bolton Center Road, Bolton, CT.**

1. Call to Order:

Ms. Hryn called the regular meeting to order at 4:05p.m.

2. Attendance:

Present at the regular meeting were and board members Claire Fazzina, Kelly Goldsnider, Loni Hryn, Dot Neil and Library Director Liz Thornton. Absent with notice: Rebecca Holliman Brook Nowak and Polly Silva.

3. Approve minutes of the Regular Meeting February 13, 2018:

Minutes of the Regular Meeting held February 13, 2018: A motion was made by Ms. Goldsnider, seconded by Ms. Neil to approve the minutes as presented. The motion passed unanimously.

4. Correspondence:

None

5. Review Library Statistical Report:

Ms. Thornton distributed and reviewed February and March 2018 Statistical Report with board members.

6. Library Budget Update:

Ms. Thornton distributed and reviewed Library Summary with Salary Expenses as of April 30, 2018. Ms. Thornton emailed Ms. Stille a list of what money the library does not anticipate spending this fiscal year per Ms. Stille's request. The list: Equipment \$39.59, Professional Business & Training \$35, Other Contracts \$500, Repairs & Maintenance \$100 and Other Payroll \$300(pending any unforeseen circumstances).

7. Director's Report:

- Bolton Center School Reading Hall of Fame is running. The library received a list of material for each grade.
- Forty-eight pairs of socks were collected for Bolton Social Services.
- Bolton's 300 Year Anniversary will be in 2020. The library will participate in the 300 Anniversary in April during National Library Week and will support other department/club activities with displays throughout the year.
- Fine Free Week was a success; Ms. Thornton is looking into the amount of money patrons saved.
- Breakfast donations for Bolton Social Services will be accepted through the end of April.
- There will be a Library Card Sign-Up Day at Bolton Senior Center during Bolton Woman's Club Luncheon on 4/25/18.

- Ms. Thornton is attending the following workshops: Press Release Writing 101 on 4/19/18, Connecticut Humanities Council, Fake News at Capital Community College on 4/30/18 and Sexual Harassment in May.
- Fifteen people attended Ray Hardy's Coyote Program.
- Ten people attended Navigating Medicare Program.
- Twenty-five people attended Reading to Dog Program. The program was advertised on the Fire Department sign.
- Tween book discussion, A Wrinkle in Time went very well.
- Thank you Ms. Stille and John for the replacement water fountain.
- Ms. Thornton and Carrie from Bolton Social Services attended CCM Training in Westport.
- Thank you Ms. Holliman and Ms. Fazzina for representing the library at Bolton Recreation Department's Annual Community Fair on 3/16/18. Approximately fifteen people stopped by the table.
- Ms. Thornton asked board members to email edits to Library Board Policies & Procedures and she will compile to review at next meeting.

8. Old Business:

None

9. New Business:

Library policies will be reviewed at the next meeting.

10. Adjournment:

A motion was made by Ms. Neil, seconded by Ms. Fazzina to adjourn the meeting at 4:40pm. The motion passed unanimously.

The next meeting is May 8, 2018 at 4:00pm.

Respectfully Submitted,

Kelly Goldsnider
Bentley Memorial Library Board Secretary

Please refer to minutes of subsequent meeting for any addition or correction to these minutes.