

**Bentley Memorial Library Board  
Regular Meeting  
Tuesday, August 20, 2019  
206 Bolton Center Road, Bolton, CT.**

**1. Call to Order:**

Ms. Holliman opened the regular meeting at 4:00PM.

**2. Attendance:**

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

**3. Approve minutes of the Regular Meeting June 18, 2019.**

Minutes of the Regular Meeting June 18, 2019: A motion was made by Ms. Goldsnider, seconded by Ms. Holliman to approve the minutes as presented. The motion passed unanimously.

**4. Correspondence:**

Correspondence received from Jan Carlow thanking library and volunteers, Ms. Holliman and Ms. Hryn for participating in Family Fun Day.

**5. Review of Monthly Library Statistics:**

Ms. Thornton distributed June and July 2019 Statistical Reports to board members.

**6. Review of Library Budget Summary Report:**

Ms. Thornton distributed Expenditure Report as of July 1, 2019, noting change in account numbers and Fiscal Year 2018-2019 Library Summary with Salary Expenses to board members.

**7. Director's Report:**

- Library Director's Report for June 2019 was shared with board members.
- Library collection size stays the same; the library staff continues to weed out material as new material arrives. Circulation is stable.
- Ms. Thornton completed her CCMO coursework.
- The Town of Bolton is a member of the Connecticut Conference of Municipalities, hand out distributed to board members.
- Ms. Thornton reported the library staff, substitutes and pages will complete Time Sheets online beginning September 15, 2019, training will be provided.
- Ms. Thornton shared with board members a detailed summary how the library supports Bolton Board of Education FY 2018-2019, this information was requested by the Town of Bolton Finance Office.
- Conference room is frequently used.
- Spring and Summer Reading Programs were very successful.
- Bolton Farmer's Market is Saturday 9am to 1pm on Bolton Town Green.

- Library plans to order a button maker.
- Upcoming Programs: Global Warming and the Future We Choose, Thursday 9/26/19 at 7pm, Preschool Storytime's Thursdays, 9/19, 9/26, 10/3, 10/10/2019, at 11:00 a.m. and 1:00 p.m., Read to the Dogs, Saturday 10/12/19 10:30 to 11:30am., Yo Yo Guy Comes to Bolton, Saturday 10/26/2019 at 11am., Adult Book Discussions, Spectacular Women Behind Influential Men, Thursday, 10/24, 11/21 & 12/19/2019 at 7pm.
- Mr. Toomey suggested as part of Bolton's 300<sup>th</sup> Anniversary expanding on the last 10-15 year history of the library.
- Three intended programs for Bolton's 300<sup>th</sup> Anniversary:
  - April a discussion lead by Mr. John Toomey & Mr. Alan Wiedie the 45<sup>th</sup> anniversary of the library.
  - November a discussion lead by Mr. Ray Hardy, Indigenous People and Squaw Cave.
  - June children's program Ms. Thornton and Ms. Dana.

**8. Old Business:**

None

**9. New Business:**

Bentley Memorial Library Computer and Internet Policy: A motion was made by Ms. Nowak, seconded by Ms. Neil to accept changes/updates to existing policy. The motion passed unanimously.

Bentley Memorial Library Exhibit Policy: A motion was made by Ms. Fazzina, seconded by Ms. Neil to adopt a Library Exhibit Policy with Agreement Form to Bentley Memorial Library Policies. The motion passed unanimously.

**10. Adjournment:**

A motion was made by Ms. Goldsnider, seconded by Ms. Fazzina to adjourn the meeting at 5:10pm. The motion passed unanimously.

The next meeting is October 15, 2019 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.

