

**PROSPECT PUBLIC LIBRARY BOARD
BOARD OF DIRECTORS MEETING
APPROVED MINUTES
June 11th, 2015**

The Prospect Public Library Board of Directors meeting was called to order by the Chairperson, Susan McKernan, at 6:00 p.m. at the Prospect Public Library

Members Present: Chairperson, Susan McKernan, Lorraine Dixon, Kathy Graveline (arrived at 6:10), Ira Kamm, Carol Martino, and Kathleen Greene

Members Absent: Nancy Via, Judy Kennelly, Carole Moschella

Others Present: Director, John Wiehn, Assistant Director, Alessandra Petrino

Public Present: None

Correspondence: None

Next meeting Date: September 10th, 7:00 p.m.

Approval of Minutes: Lorraine Dixon made a motion, seconded by Katie Greene to approve the minutes of the May 14th meeting. Motion passed unanimously.

Treasurer's Report: Motion made by Ira Kamm, seconded by Carol Martino to approve the treasurer's report. Motion passed unanimously.

Director's Report (including Assistant Director's report): Director Wiehn updated the board members on pending summer maintenance and projects. Due to an unpaid late fee problem relative to a child, an agenda item was added regarding the Circulation Policy. A motion was made by Lorraine Dixon to add Review of the Circulation Policy to the agenda, seconded by Ira Kamm. Motion passed unanimously.

Discussion of Circulation Policy: General discussion relative to limits on borrowing when materials are overdue. The Board recommended that when a patron has materials that are two weeks or more overdue, he/she may not check out additional materials until the materials are returned and the fine paid. The Board will again review and then vote on the policy at the September meeting.

Assistant Director, Alessandra Petrino discussed her previous and upcoming summer reading program efforts. The Library received additional donations for summer reading prizes from:

- Prospect Golf, Free game of mini golf (4)
- Baki's Pizzeria, Gift Certificate
- Lake Compounce, all day admission Pass (2)

After general discussion, a motion was made to approve the Director's report by Lorraine Dixon, seconded by Katie Greene. Motion passed unanimously.

Approval of Bills: Motion by Lorraine Dixon to approve the March Library and Baker and Taylor Bills, seconded by Kathy Graveline. Motion passed unanimously.

Chairperson's Report: Chairperson, Susan McKernan thanked Katie Greene for her service to the Board and indicated that the Board would miss her. She congratulated Assistant Director, Alessandra Petrino on her seamless transition into her new role and her hard work on the summer reading program. She also recognized Debbie Levesque for developing the new Prospect Dining Guide.

Old Business: Board members discussed the quotes for the proposed projects for lighting and the installation of a new television for the Community Room as well as other improvements including diaper changing stations, carpet cleaning services, wood cleaning, DVD shelving, and a display cabinet with lighting. The interest of full disclosure, Chairperson McKernan indicated that Tri-City Electric, one of the companies who quoted the Community Room lighting project, is owned by her brother. Discussion continued in that the Tri-City quote is approximately \$2000.00 less than the second company's quote.

The Board also voted on budget transfers: a motion was made by Lorraine Dixon, seconded by Carol Martino to (after bills are paid) transfer \$5000.00 from Utilities to the Book Fund. Motion passed unanimously.

New Business: Director Wiehn raised the idea of the Library hosting a Farmer's Market. After general discussion, the issue was tabled until the September meeting. Director Wiehn will perform research on the logistics.

Motion to adjourn: A motion was made by Carol Martino, seconded by Ira Kamm to adjourn. Motion passed unanimously.

X Nicole Graveline
Nicole Graveline

X Susan McKernan
Susan McKernan

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Margaret L. Anderson
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