

**PROSPECT PUBLIC LIBRARY  
BOARD OF DIRECTORS MEETING  
UNAPPROVED MINUTES  
10/13/16**

The Prospect Public Library Board of Directors meeting was called to order by the Chairperson, Sue McKernan, at 7:00 p.m. at the Prospect Public Library.

**Members Present:** Sue McKernan, Lorraine Dixon, Nancy Via, Ira Kamm, Carol Martino, Judy Kennelly, Carol Moschella

**Members Absent:** Betty Bajek, Kathy Graveline

**Others Present:** Director, John Wiehn

**Public Present:** None

**Correspondence:** Board received a letter from the Town Clerk requesting that the meeting dates be received by her office no later than 30 days prior to the Jan 2017 meeting.

**Next Meeting Date:** November 10, 2016 at 7pm

**Approval of Minutes:** Ira Kamm made a motion, seconded by Judy Kennelly, to approve the minutes of the September 8<sup>th</sup> meeting. Motion passed unanimously.

**Treasurer's Report:** Carol Martino made a motion to approve the Treasurer's Report for October 2016. Nancy Via seconded the motion. Motion passed unanimously.

**Director's Report (including Assistant Director's Report):**

In addition to his written report (attached), John highlighted the following:

- Two upcoming Build-a-Bear programs
- Received donations in memory of Nina Cherubino totaling \$250

**Asst. Director Petrino**

Written report attached.

A motion was made to approve the Director's Report by Ira Kamm, seconded by Carol Martino. Motion passed unanimously.

**Approval of Bills:** Motion was made by Carol Moschella to approve Library and Baker & Taylor bills for the dates of:

Library

September 21, 2016

October 6, 2016

Baker and Taylor

September 21, 2016

October 6, 2016

Motion was seconded by Lorraine Dixon. Motion passed unanimously.

**Chairman's Report:**

- Sue has met with John and Alessandra to discuss general operation of the library and their suggestions for improvement. John has established formal meeting times for the leadership team, scheduled new training for the staff, and is joining Alessandra on occasion during craft and story time programs.
- Noted that board meetings will begin at 6pm in December and will continue as such through March.

**Old Business:**

- Proposed Library Board Meeting/Holiday Closures 2017 – Tabled until Nov. meeting

**New Business:**

- Motion was made by Nancy Via to add an action item to the agenda to vote on creating a floating clerical pool. Lorraine Dixon seconded the motion. Motion passed unanimously.
- Motion made by Nancy Via to approve the creation of a pool of library floaters. Lorraine Dixon seconded the motion. Motion passed unanimously.
- Dir. Wiehn provided an update on the memorial plaques and options to consider. General discussion followed. John will follow-up.
- Ira Kamm suggested holding a Shredding event. John will follow up.
- Dir. Wiehn indicated that he was contacted by Barnes & Noble about participating in the gift-wrapping fundraiser. He will investigate the availability of Sat. December 3<sup>rd</sup> and Sun. December 4<sup>th</sup> and is planning to schedule 2 people per shift.
- Sue will contact Gene McCarthy again for an update regarding the proposed fence between the library parking lot and the Congregational Church property.

**Motion to Adjourn:** Motion made by Ira Kamm to adjourn the meeting at 8:10 p.m and seconded by Nancy Via. Motion passed unanimously.

Respectfully submitted by:

  
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Board Clerk