

Bentley Memorial Library Board
Regular Meeting
Tuesday, March 13, 2012
206 Bolton Center Road, Bolton, CT.

Present at the regular meeting were Chair Rebecca Holliman and board members Jean Ames, Kelly Goldsnider, Dot Neil, Brook Nowak, Dorothy Rose and Library Director Liz Thornton.

Ms. Holliman called the meeting to order at 4:05PM.

1. Minutes of the Regular Meeting February 14, 2012:

Minutes of the Regular Meeting February 14, 2012. A motion was made by Ms. Neil, seconded by Ms. Nowak to approve the minutes as presented with the following changes:

Old Business: One Book One Region Read: “Ms Thornton reported she is researching options for multiple e-book copies of the one book one region read and sponsoring a book discussion.”

New Business: E-Kits Reorganization: “Ms Thornton updated board that all cassettes are gone from the E Kits; kits are available with book and toy/cd.”

New Business: New Books: “Ms Thornton informed board a donation of thirty children’s books with cd were received and processed.”

2. Director’s Report:

Ms. Thornton distributed current Library Budget showing year to date expenditures.

3. Correspondence:

None

4. Old Business:

Library Policies: Ms. Goldsnider, seconded by Ms. Ames, made a motion to:

Add the following to Library Policies:

- If an item has exceeded the loan period, it must remain in the library for 24 hours before the same patron can check the item out again.
- All NEW – adult, young adult and juvenile books, plus all magazines and nonfiction DVDs have a two-week loan period and may be renewed once.
- Reference material does not circulate.
- New EZ reader and picture books have a three-week loan period and may be renewed once.

Add the following to Computer Use Policies:

- All print outs must be paid for at .10 cents a copy.
- Internet use in the public library is considered within the public domain and therefore not confidential. The library is not responsible for compromised personal information on the Internet.
- Flash drives and disks may be used.
- Maximum of 2 people per terminal at a time.
- Sound is not permitted in the library.

- Parents/guardians are responsible for supervising the computer use of their children under 12.
- The library does not filter the Internet.
- Patrons may not upload or download software.
- The library public access computers will be shut down 10 minutes before closing.

Hartford Foundation Grant Update: Ms. Thornton reported most grant money is spent, she intends to purchase two additional computer books, Alan Jacques began installation of the label writers on Diane Dana's desk and Liz is researching cost of wiring for the three stand up computer desks.

Cookbook Fundraiser: Ms. Thornton gave Cookbook Fundraiser information to Ms. Nowak, fundraiser information to be discussed at next board meeting.

5. New Business:

BCS Read A Thon Donations: Ms. Thornton shared with board the two books that were donated to Bentley Memorial Library recognizing the amount of minutes read by Bolton Center School students during the 2012 Read A Thon: *Outside Your Window, A First Book of Nature* by Nicola Davies (Pre K – 5th Grade) and *Global Warming* by Seymour Simon (Grades 5 – 8).

Connecticard Grant Funds: Ms. Thornton proposed purchasing end panels with slat walls for metal shelving with Connecticard Grant funds. Ms. Thornton will research cost of laminate and will update board at next meeting.

Evergreen 2.2 Upgrade: Ms. Thornton informed board Bibliomation will be upgrading to Evergreen 2.2 on Easter weekend (April 5-8). Ms. Thornton does not expect any problems; Bentley Memorial Library will be closed for the holiday weekend. Ms. Thornton distributed an email from Melissa Lefebvre with an upgrade schedule; Alan Jacques will load software prior to the update.

Bibliomation Update: Ms. Thornton reported she sat in on the two meetings Bibliomation had with Bolton Center School Library and Bolton High School Library. Ms. Thornton has emailed and verbally offered help to either school and would be happy to send Bentley Memorial staff over to answer any questions or give assistance with new system. Ms. Thornton is thrilled with the constant communication with Bibliomation, recently completing a survey regarding the new system and asking for suggestions for improvements.

Mr. Ray Hardy: Ms Thornton informed board Mr. Ray Hardy continues to work with Bentley memorial Library holding a variety of wildlife programs with professional speakers. His next scheduled program is March 21, 2012 and other dates to be determined.

Bentley Memorial Book Discussion: Ms. Thornton announced there were 19 participants registered for recent book discussion.

Patricia Lewis Writing Award: Ms. Thornton informed board the Patricia Lewis Writing Award Committee met today, procedures are going well and the next meeting is April 26, 2012 to read all entries. Ms. Dana and Ms. Thornton serve on the committee.

Association of Connecticut Library Boards: Ms. Thornton received an invitation to join the Association of Connecticut Library Boards; board and Ms. Thornton thought it

was a good idea to join for a year to see the benefits of membership, such as a revised Library handbook and discounted conferences and seminars.

Pinterest: Ms. Thornton distributed a handout with information on Pinterest, a virtual corkboard people can access to share information. Ms. Thornton thought it interesting and other libraries use this tool, something to research.

Adjournment: A motion was made by Ms. Goldsnider, seconded by Ms. Rose to adjourn the meeting at 5:30PM.

The next meeting is April 10, 2012 at 6:30PM.

Respectfully Submitted,

Kelly Goldsnider,
Secretary, Bentley Memorial Library Board