

Willoughby Wallace Memorial Library
Committee Meeting

June 14, 2017
7:00 p.m.

Meeting was called to order at 7:09 by Chair John Malick. Also in attendance: John Nelson, Robert Dargan, Jo Buchanan, Laura Barr and Library Director, Alice Pentz.

Public Comment: None

The minutes from April 12, 2017 were not available for approval and will be submitted at the next meeting.

Financial Report: The balance of the WWML Committee Fund is \$121,344.59 as of May 31, 2017.

The Committee reviewed the past motions to transfer funds on an annual basis to be used by the library director to purchase items and services for the library. They discussed a suggestion by Jim Finch. John Malick will call Jim to expedite the transfers at a maximum of \$1400 a year.

Library Director's Report: The Summer Reading Kickoff is scheduled for Thursday, June 15 with a performance by the Sciencetellers, funded by the Friends of WWML. There are already approximately 50 children signed up. The staff expects up to 90 will sign up.

Alice reported that the CSL, the Connecticut State Library, just issued a memo to all libraries regarding the DeliverIT service. The CSL plans to shut down the system for a few weeks in July to implement a new plan. If funding is in place they will deliver up to 5 days a week and up to 3 bins a library with the holds limit removed. The shutdown is necessary to analyze the work flow and plan new routes for the State drivers. The LION Board is meeting on June 20 here at WWML and will discuss the possibility of funding an auxiliary service funded by LION reserve funds. The LION Board has hired a new Executive Director for LION as Alan Hagyard is retiring this summer.

A Branford resident inquired about purchasing a memorial bench to be placed on the library grounds. The Committee discussed the issue of granting permission and also the possibility of creating a landscaped seating around the stones by the parking lot. The bench proposal and landscaping idea will be reviewed at the September 9, 2017 meeting.

The Committee discussed the issue of fees charged for renting the two library rooms. Currently the library charges one fee of \$25.00 for any period of time during the day as per the Use of Meeting Rooms Policy & Procedure approved on January 14, 2015. The Committee will address a possible change in policy and charges as New Business at the September 9, 2017 meeting.

The Friends of WWML are planning an August fundraiser Cocktails on the Sound to raise funds for library programming and services.

Old Business: None

New Business: The Friends of WWML have created a sub committee to review upgrades and redesign of the library website. A proposal has been submitted by Alaina Driscoll of Public Good. The Friends are asking the WWML Committee to share the cost. The committee discussed the need for the library website to be a vital part of the library and be improved to offer greater functionality and enhanced design. Jo B. made a motion to work with the Friends of WWML and contribute funds to the redesign of the library's website. Bob D. seconded the motion. Approved.

The committee reviewed the parking plan under consideration by the RTM, also scheduled for June 14, 2017. The committee discussed the impact on the library of seven parking spaces, in proximity to the library, being reserved for residents during the hours of 4:00- 8:00 p.m. on Wednesdays through Saturdays. They also discussed the use of the library's parking lot for parking other than library use.

Meeting adjourned at 9:30.

Respectfully submitted by Alice Pentz.