

Derby Public Library
Board of Director's Meeting
Wednesday February 21, 2018

1. Ms. Gleason, Board President, called the meeting to order at 6:45pm. All stood for the Pledge of Allegiance.
2. Roll Call: Present- Ms. Gleason, Ms. Barry, Ms. Cecarelli, Ms. Stankye, Mr. Foley, Ms. Doherty and Ms. Monaco. Absent with notice: Ms. Fallon and Ms. Cignoli, Library Director.
3. Ms. Cecarelli moved to accept the Agenda as written and Ms. Doherty seconded. All were in favor.
4. Public portion was closed.
5. Ms. Cecarelli moved to accept the minutes of the January 24, 21018 meeting. Ms. Stankye seconded the motion and all were in favor.
6. Old Business
 - a. Ms. Gleason brought a sample of the brick to be used as a fundraiser. The Board will discuss decisions on engraving and how to prepare the site at the March meeting. Ms. Gleason will contact Jaffer Masonry of Oxford to get a price for preparation of the area and positioning of the bricks.
 - b. The roof work has been done and so far so good in areas fixed. However, other areas are being found during heavy rain storms.
 - c. The portrait of Mr. Stankye will be hung after the hanger is installed and the interior painting is completed.
 - d. Discussion of the United Way Project is set for the March meeting
 - e. There are many new projects that Ms. Cignoli would like to begin. However, all need funding. The Board wants to approve the projects but "how to fund" needs to be discussed.

7. New Business

a. Director's Report

Since she could not attend the meeting, Ms. Cignoli left a packet of information for the Board members. Ideal Electric fixed the fire and emergency lights. History Room will be done when materials arrive. CEN Fiber Connection forms for maintenance and operation fees for 2018-2019 have been completed. Statistics, account balances, computer usage, reports from staff and meetings attended were shared. Conferences and training for staff was shared.

Meetings and Professional Development for the Director and the Staff were listed. The Board wants to approve all but funding for these needs to be discussed at the March meeting.

There are many projects that the Director is hoping to implement. Again, funding for these will be discussed in March.

As to hiring an outside firm to work on the website, the Board would like to work in house with Marc, if possible. The Board feels that thermal receipt printer and wands may not be needed for our library. More info may be helpful.

Ms. Cecarelli moved to check with City Hall about monthly inspection of fire extinguishers. Seconded by Ms. Stankye and all were in favor.

The Board would like to leave the brand and logo of the library as it is now.

The Board would rather have a full budget summary as opposed to a monthly one.

There were many questions on the Director's Report and the Board looks forward to discussing them at the next meeting.

8. Executive Session was not needed.

9. Adjournment

Ms. Doherty moved to adjourn at 7:55pm. Mr. Foley seconded and all were in favor.

Minutes are not official until approved at the next meeting.

Respectfully submitted by Ms. Barry, Secretary