

Derby Public Library

Board of Director's Meeting

Wednesday September 19, 2018

1. Ms. Gleason, Board President, called the meeting to order at 6:30pm. All stood for the Pledge of Allegiance.
2. Roll Call: Present- Ms. Gleason, Ms. Barry, Ms. Monaco, Mr. Foley, Ms. Doherty, Ms. Stankye, Ms. Fallon and Ms. Cignoli, Library Director. Absent with notice – Ms. Cecarelli
3. Ms. Monaco moved to accept the Agenda with corrections and Ms. Doherty seconded. All were in favor.
4. Public Portion closed.
5. Ms. Stankye moved to approve the minutes from the June 20, 2018 meeting. Ms. Fallon seconded. All were in favor.

6. Old Business

a. Ms. Cignoli and Mr. Foley will meet in late January to prepare for the 2019 Scholarship. The High School would like to know the recipient by May so that the honoree will be recognized at Class Night and Graduation.

b. The United Way Garden was successful. The Library was recognized by the United Way at a program held at Emmett O'Brien Tech.

c. At the October meeting, Board members will discuss and finalize the decision for the Brick project. If anyone has any question before the October meeting, they can email them to Ms. Gleason. Hopefully, we can get this started in the fall.

7. New Business

a. Director's Report

Ms. Cignoli shared statistics, account balances, computer usage, reports from the staff and meetings attended. Ms. Cignoli's proposal for the Connecticut Neighborhood Assistance Program was approved. We are seeking a Corporation Sponsor. Members of the Board will bring possible names to the October meeting. Ms. Doherty moved to have the existing book drop, trash can and smoker removed from the portico so that repairs can begin. Ms. Fallon seconded. All were in favor. Ms. Stankye moved that if

there was damage during the move by Public Works (\$0 if no damage), money would be used to pay for removal from petty cash and grant money from the Connecticut State Library (possible new book drop needed). Mr. Foley seconded. All were in favor. Ms. Cignoli is putting together a list of library directors from 1902 to the present. If Board members have any info on this, please bring it to the October meeting. Ms. Barry moved that all old newspapers found in the library should be given to the Connecticut State Library for digitalization. Mr. Foley seconded. All were in favor. Ms. Cignoli feels that Board members should review all policies and there are a few new policies to be written (incident/accident/injury reports). After the Board approves an Internet Safety Policy, there will be a need for a Public Hearing to address the technology protection measure and the Internet Safety Policy. E-rate funding is set for monthly internet until June 2020. There may be a bidding process for maintenance fees.

8. Executive Session

9. Adjournment

Ms. Doherty moved to adjourn at 7:37pm. Ms. Stankye seconded and all were in favor.

Minutes are not official until approved at the next meeting.

Respectfully submitted by Ms. Barry, Secretary