

Meeting of the Board of Trustees
Conant Public Library
Minutes of September 10, 2018

Open Meeting:

Call to Order: 7:00 pm

Roll Call:

Present: Carlin, Glavin, Mahar, Petullo, Scannell
Absent: Thomas

Members of the Public Present:

None

Review/Approve August 13, 2018 Meeting Minutes:

Motion to accept: Scannell. Second: Glavin

Director's Report:

Circulation:

- Magazine circulation down 42% current YTD yet interest in this genre remains
- Youth services continues to climb
- E-materials usage greater than small drop in physical book patronage

Finance:

- Library utilizing budget, hours of operation, and description of services to the public to qualify for State Aid

Facilities Report:

- HVAC contractor paid final balance less cost of operation manuals which were created by staff
- Electric costs substantially lower than last year
- DPW repainted parking lines and cut brush behind the library
- Elevator will be adjusted by repair company
- Glycol to be replenished in the sprinkler system

Services:

- 257 adults attended 21 programs in August
- 244 children attended 14 programs in August
- Summer Reading finale and 100 Books of Summer pizza party offered games, crafts, treasure hunt, and tactile stimulation to name several educational opportunities available that the staff initiated
- Special appreciation to staff member Deborah Orr for coordinating the Adult Summer Reading Program

Additional Business:

“The Trustees have determined that Director Campbell has exceeded goals and objectives for FY 2018.”

Motion to accept: Glavin. Second: Petullo

Next Posted Meeting Date: October 15, 2018

Adjournment: 8:05 pm

Motion to accept: Carlin. Second: Scannell

Sara Petullo, Secretary