

**PROSPECT PUBLIC LIBRARY
BOARD OF DIRECTORS' MEETING
UNAPPROVED MINUTES
1/9/20**

The Prospect Public Library Board of Directors' meeting was called to order by the Chairperson, Sue McKernan, at 6:05 p.m. at the Prospect Public Library.

Members Present: Sue McKernan, Marj Devaney, Lynn Griffin, Ira Kamm, Judy Kennelly, Carol Martino, Carole Moschella, Nancy Via

Members Absent: Lorraine Dixon

Others Present: Director, John Wiehn

Correspondence: Association of Connecticut Library Boards sent letter regarding their work during 2019.

Next Meeting Date: February 13, 2020 at 6:00 p.m.

Public Participation: Pam Monahan, President of the Friends of the Prospect Public Library (Friends), reported:

Thirty people contributed books last Saturday. Have spoken with attorney regarding book store sales. The Friends purchased 125 books for the Children's Santa event. At meeting next week, tentative sale dates will be established. We are looking forward to exciting times in 2020.

On a state note, I have been appointed the Awards chair for the State Friends of Connecticut Libraries.

Approval of Minutes:

Motion to approve minutes of the December 12, 2019 meeting by Nancy Via, seconded by Judy Kennelly. Motion passed unanimously.

Treasurer's Report: Ira Kamm made a motion to approve the Treasurer's Report for December 2019. Motion was seconded by Carole Moschella. Motion passed unanimously.

Director's Report:

- Holiday events came to successful end on December 21.
- Library closed on December 17 due to ice storm
- Luso Cleaning Service began on January 2.
- Interview process began today for clerk position. Interviews next week.
- Thanks to the McKernans for taking down the holiday decorations

Future events:

- January 14 – Flags of Our Fathers Film
Friends of the Library Meeting
Jay Wolkoff - Nutrition

Assistant Director's Report

- January activities being planned – Valentine's themed crafts, handprint mittens, paper plate polar bear.

A motion was made by Carol Martino, to approve the Director's Report, including the Assistant Director's Report, seconded by Ira Kamm. Motion passed unanimously.

Approval of Bills: Motion was made by Lynn Griffin to approve the Library and Baker and Taylor bills for the dates of:

<u>Library</u>	<u>Baker and Taylor</u>
December 19, 2019	December 19, 2019
January 2, 2020	January 2, 2020

Motion was seconded by Marj Devaney. Motion passed unanimously.

Chairperson's Report:

Lorraine Dixon, Judy Kennelly and Nancy Via have been recertified by the town as members of the Board of Directors of the Prospect Public Library. Judy and Nancy were sworn in by Chairperson McKernan.

Things have been status quo for the past month.

Artwork has been purchased and some has been recycled in the bathrooms.

There was a general discussion about digital keypads at the entrances with a tracking system of usage.

Old Business

- Security Camera Policy - Changes were discussed. After changes, the document will be forwarded to town attorney for review. The policy will be voted on by the Board after the town attorney review.

New Business:

- A motion was made by Judy Kennelly to transfer from account 7350-02 (Staff Salaries) to 7350-06 (Contracted Maintenance) to cover Luso Cleaning Service for cleaning services in the amount of \$7,400. Motion seconded by Nancy Via. Motion passed unanimously.

- Budget 2020. The salaries proposed are done at a 2.75% increase as in previous years. Discussion took place on proposed budget. A revision will be provided at the February meeting for vote.

Motion to adjourn at 7:25 p.m. was made by Carol Martino, seconded by Nancy Via. Motion passed unanimously.

X

Pamela Monahan
Board Clerk

X

Susan McKernan
Chairperson

PROSPECT, CONN.
TOWN CLERKS OFFICE
RECEIVED FOR RECORD
2020 JAN 17 AM 11:14
Nancy V. Via
TOWN CLERK