

The Brookfield Library  
Library Board of Trustees  
6-27-2012

Present: Chris Landelius, Joanne Messer, John Voris, Cathy Lasser, Maizie Jaffe, Elena Goletz  
Absent with notice: Betsy McIlvaine, John Barbosa, Kathie Schilling

The meeting was called to order at 7:30 p.m. by Vice-Chairman Chris Landelius.

2. Public Comment: No members of the public were present.
3. Additions to the agenda: none
4. Approval of the May 23, 2012 minutes: A motion to approve the minutes as submitted was made (J. Voris), seconded (C. Lasser), and approved unanimously.
5. Treasurer's report: Treasurer John Barbosa submitted a written report. There were no questions, and the report was filed.
6. Director's report: Mrs. Barney provided a follow-up report on the microfilm reader/printer. Cost for the unit was \$4500. The Historical Society originally stated they would pay half, then deferred the vote to a full meeting of their board. Mrs. Barney attended the Historical Society meeting on June 25. Given their financial situation, they could only commit to \$500. Mrs. Barney plans to ask the Friends of the Library for a contribution toward the purchase price, with the remainder to come from the library's 2012-2013 budget.

Mrs. Barney reported on a donation expected from the Newcomers & Neighbors Club. Board, Friends, and staff members donated chocolate items for a raffle basket for the group's annual Bunny Breakfast. The basket was very well received. The group had asked for a wish list, which included kindles or iPads to circulate, money for picture books, and a picnic table for staff and public use. They plan to send us a check for \$800 for a picnic table. We will arrange for a plaque recognizing the donation to be attached to the table. The check has not been received; the Newcomers would like to arrange a publicity photo featuring all the organizations that receive a donation.

The June 24 "Buddy Holly" concert was a huge success. 153 people attended, and the average age was younger than usual. Matson Financial Advisors sponsored the concert. The July 29 concert will feature Sambeleza playing Brazilian jazz.

Mrs. Barney showed Board members the July program calendar, which is packed with programs and events for all ages.

7 a. Space Planning: Mrs. Barney noted that the owner of Superior Office Products (the company from which we purchased the computer chairs) is a space planner. She will talk to him about the redesign of the center section of the library – after summer reading ends.

7b. Library road sign: Mrs. Barney distributed the revised sketch of the road sign. The Historic District Commission requested 6" x 6" posts, noting the proposed 4" x 4" posts looked too small for the size of

the sign. The change increased the price to \$4963. Unlimited Signs on Gray's Bridge Road is the design company. A motion was made (J. Voris), seconded (C. Lasser) and approved unanimously to cap the cost at \$5,000.

7c. Town Facilities Planning Committee: The group met on June 21 with five people present. The group will meet again on July 19.

7d. Four Corners Planning Committee: The proposed Town Center District plan will go to a public hearing on July 26 at 7 p.m. at Town Hall.

7e. Historic District Commission: The HDC sent a letter to Town Engineer Ralph Tedesco, denying the Town's request to demolish the cottage at 186 Whisconier Road. First Selectman Bill Davidson will pursue the matter.

8a. Policy Review: Policy 150: Notary Public Practices. A signature is notarized to prove that the signatory is actually the person he/she claims to be. The policy only means that the signature is verified, not that the document is legal or approved in any way. The policy is meant to protect the library staff members who are Notaries Public, and to provide justification for the Notaries in case of any questions. The revised policy will be available on the library's web site, and will be given to the three Notaries on staff. A motion was made (J. Messer), seconded (J. Voris) and approved unanimously to accept the revised Policy 150.

9. Announcements: none

A motion was made, seconded, and approved unanimously to adjourn the meeting at 8:01 p.m.

Respectfully submitted,  
Donna Crane, Recording Secretary