

Norfolk Public Library
Board of Library Trustees

December 16, 2015

A regular meeting of the Norfolk Public Library Board of Trustees was held on December 16, 2015 at the Norfolk Public Library. In attendance were the following trustees: Kenneth Nelson, Glenn Hill, Kumkum Pareek Malik, Acting Library Director Sarina Bluhm, and Friends member Emily Nicodemus. Kenneth Nelson called the meeting to order at 6:16 pm.

Approval of Minutes

The minutes of the November 18, 2015 meeting were approved.

Public Comment

There was no public comment.

Director's Report

Acting Director Bluhm reported the library mobile application is now available for download on iTunes and Google Play. Icons for the download were placed on the library homepage, and an email announcement will be sent.

An inquiry was submitted to the town with respect to the necessity of a bid process for hiring a consultant to re-design the library website. It is expected that a bid process will not be required.

The library has received the LIG/MEG and Non-Resident Circulation Offset, in the amount of \$7267.55.

Friends Report

Emily Nicodemus reported that 103 people attended Robin Glasser's retirement party. With respect to the mural outside the Children's Room, it was reported that a Cultural Arts grant was received, as well as \$3410 in donations so far. The Friends determined that four window shades will be ordered for the Schoolhouse Room. A stuffing party will be held on January 24, 2016, from 10am to 2pm. Only library patrons will be included in the mailing. The Book and Bake Sale will be held on April 22 and 23, 2016.

Old Business

The About the Trustees 1-Pager was approved, pending changes with respect to a citation calling out the Town of Norfolk as a regulating body. The Meeting Room Use Policy for Non-Library Sponsored Events was approved with changes.

New Business

Glenn Hill inquired regarding the condition of the roof with respect to any repairs that might be needed before winter sets in. Sarina Bluhm will follow up with the Building Department.

Glenn Hill inquired regarding the need for and feasibility of wireless hotspot lending. Sarina Bluhm will follow up to gain information on this topic.

Next Meeting

The next meeting of the Trustees shall be held on January 20, 2016 at 6:15 PM in the Norfolk Public Library.

Adjournment

The meeting adjourned at 6:41 pm.



True copy respectfully submitted, Glenn Hill, Clerk.