

Norfolk Public Library

Board of Library Trustees

February 17, 2016

A regular meeting of the Norfolk Public Library Board of Trustees was held on February 17, 2016 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 Barbara Byron. Kenneth Nelson called the meeting to order at 6:17 pm.

Approval of Minutes

The minutes of the January 20, 2016 meeting were approved.

Public Comment

There was no public comment.

Director's Report

Acting Director Bluhm reported the 12 new public computer workstations funded by the Friends have arrived, and will be setup by John Spinney.

In mid-March, selected library staff will attend the SAILS Showcase at Bristol Community College. Steps will be taken to assure adequate staffing during this time.

A grant has been submitted to the Norfolk Community League for a Community Read. The Norfolk Cultural Council may also be approached with a grant request.

Chase Building Supply requested use of the Library to produce a commercial. On discussion, it was determined the requested use was not consistent with the mission of the Library. The Trustees voted 3-0 to deny the request.

John Spinney has ordered two wireless hot spots from Verizon. The cost is \$40 each per month, with no upfront costs. Acting Director Bluhm suggested a one month lending period with a one week renewal option.

Friends Report

Barbara Byron reported the Friends funded the purchase of 12 new public computer workstations, and collection baskets for the Children's Room. Emily Nicodemus has prepared a website for the friends under a .org domain name, and has also prepared a shipment of unwanted library materials for an orphanage in Zambia.

Barbara also reported that the Book & Bake Sale banner was approved, and that the dates for the sale are set. Southwick Zoo tickets were purchased, at a cost of \$750.

Old Business

The Trustees voted to approve the placement of a plaque at the new mural, with a modification to place the numbers "1992-2015" after the words "Library Director". The purpose of this modification is to illustrate Director Glasser's years of service. Ken Nelson will reach out to Friends President Nanci Murphy with respect to this change.

The draft letter to Sen. Ross and Rep. Dooley, seeking their support of the MBLC 2017 legislative agenda, was approved. Glenn Hill will prepare the letter for signature by the Trustees.

The Governance Policy was reviewed and approved. The Incident Report were reviewed and approved with a change to include property damage as an incident type. Glenn Hill will make the change and send a copy to Acting Director Bluhm.

New Business

The Collection Development Policy will be emailed for annual review.

Next Meeting

The next meeting of the Trustees shall be held on March 16, 2016 at 6:15 PM in the Norfolk Public Library.

Adjournment

The meeting adjourned at 6:38 pm.



True copy respectfully submitted, Glenn Hill, Clerk.