

Norfolk Public Library

Board of Library Trustees

May 25, 2016

A regular meeting of the Norfolk Public Library Board of Trustees was held on May 25, 2016 at the Norfolk Public Library. In attendance were the following trustees: Kenneth Nelson, Glenn Hill, Kunkum Pareek Malik, and Acting Library Director Sarina Bluhm. Kenneth Nelson called the meeting to order at 6:15 pm.

Approval of Minutes

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

Public Comment

There was no public comment.

Director's Report

Sarina Bluhm reported that Connie Jones has retired, and that Gina McGarrigle will conduct summer childhood programs. In the fall, Sharon Ward will takeover childhood programs. Courtney Allen will be leaving at the end of August, and Kathy Astley will leave in the Spring of 2017.

The new non-holdable DVD collection ("Marquee Movies"), is a success. MiFi wireless hotspots are popular, and are booked through summer. John Spinney has produced a calendar for the VHS to DVD copier. The library will soon begin circulating bakeware purchased from Amazon. A 2-week lending period is anticipated.

Sarah Ward is proposing "A Year of Kindness" program, where the library will collect items designated for local charities. The charity will change each month.

The town transferred \$20,000 surplus from the library salaries budget to the town general budget.

Sarina Bluhm proposed a request for reconsideration of library materials, as well as a request to recommend material. *The Request for Reconsideration* is a means to challenge material in the collection. *The Request to Recommend* is a means to have the library material to the collection. Sarina will e-mail draft copies to the Trustees.

Friends Report

Kenneth Nelson reported the Friends have reviewed and critiqued the results of the 2016 Book and Bake sale, which went well. New officers were elected.

Old Business

The Safety and Security Policy, Application to Access Surveillance Images, Scope of Service Policy and Policy Practices documents were approved with changes.

New Business

A quote for a new Library sign was received. A discussion was held regarding three new directional signs for the Library. Directional signs feature a universally-recognized icon representing the library. It is anticipated these new signs will make it easier to find the library building.

By a unanimous vote, Kenneth Nelson was re-elected as Chairperson, and Glenn Hill was re-elected as Clerk.

Glenn Hill sent an e-mail to Senator Ross, on behalf of the Board, seeking his support for the FY 2017 Senate Ways and Means Budget and library funding amendments.

Next Meeting

The next meeting of the Trustees shall be held on June 22, 2016 at 6:15 PM in the Norfolk Public Library.

Adjournment

The meeting adjourned at 7:11 pm.



True copy respectfully submitted, Glenn Hill, Clerk.