

**Friends of the LRW Library, Inc.**  
**Wednesday, December 13, 2017 – Community Room**  
**Advisory Board Meeting Minutes**

**In Attendance**

Executive Board: Brian Wood (Vice President, Mary Wood (Treasurer), JoAnn Cromwell (Secretary)

Advisory Board: Nora Bassell, Terri Buganski, Ann Marino, Mary Ellen Procko, Linda Therriault

Library Staff: Lisa Masten (Director), Karen Benner (Assistant Director)

Library Board of Trustees Liaison: Judy Igielski

Absent: Natalie Harbeson (President), Eileen Ferris, Daryl Googel, Kaat Harbeson, Anita Wilson

Meeting was called to order 7 PM by Brian Wood, Vice President

Secretary's Report – The November 8, 2017 minutes were accepted for file.

Motion made and seconded by Mary and Terri.

Treasurer's Report – Mary Presented the Treasurer's Report for November.

Motion made and seconded by JoAnn and Mary Ellen to accept for file.

President's Report – N/R

Vice President's Report – Brian attended the Library Board meeting on Monday 12/11. He updated us on the parking situation as it affects the Library. There will be a handicap ramp from the new parking lot to the Library entrance during construction. Entrance and exit to the parking lot will be on Garfield Street only. Parking lot construction should start about June 2018 and Town Hall construction about September 2018.

Library Director's report - The library proposed budget for 2018-2019 will be submitted on January 2, 2018. It will be a 0% increase per the Town Manager's instructions. The concern is whether the budget will have to cover the 2.5% salary increase for full-time union employees that is mandated per the union contract. The library has never been expected to cover wage increases before. That has

always been covered by the Town budget. If this happens it would mean a substantial cut to the library budget. There is still a hiring freeze among all town departments. This hiring freeze has been in effect since April 2017 and is expected to continue until the end of June 2018. The library will be closed on Monday, December 25 and Tuesday, December 26 and will be closed on Monday January 1, 2018. The architect for the Town Hall renovation Tom Arcari came and spoke at the Library Board of Trustees monthly board meeting on Monday, December 11 to discuss parking during the two year construction phase of the new Town Hall and after its completion. Mr. Arcari had a rendition of a parking lot that would be built from the current Garfield parking lot up to the side of the library building. He discussed the drawing and explained the addition of potentially at least 90 parking spots that could result from this new parking lot. The board asked many questions and will be working with the Town and the board attorney to come up with a legal document about the use of this land during the construction. The adult winter reading program “Swing into Reading” will kick-off on Thursday, January 18 from 10 am – 1 pm or 4 – 7 pm. Patrons can come sign-up in person or online that day and be eligible for a kick-off prize giveaway. The children’s kick-off will be Saturday, January 20 at 10:30 a.m. The next Snapology program that is sponsored by the Friends of the Library will be held on Saturday, December 23 from 10 am – 1 pm. This is a drop-in program for kids ages 3 -18. It is Open Creative Play with LEGO bricks, motors, gears and other building components.

Assistant Director’s Report – We collaborated again with the Educational Technology Department at the Board of Education to offer patrons of all ages an **Hour of Code Program**. 45 adults, teens and kids came to code online activities like *minecraft*, *starwars* and *play that tune*. There were also *virtual reality headsets* and mini robots to explore with.

The Hour of Code is a global movement by Computer Science Education Week and Code.org that reaches millions of students in over 180 countries through a one hour introduction to computer science and computer programming.

We are revamping the Thursday Night book discussion for the upcoming year. After 20 plus years it has experienced some growing pains and staff will be hosting these discussions on a regular basis. In the past, the group has run more independently.

In technology programming, staff held a computer series: *Before & After your Computer & Computer Health Tips*. That focused on tips for the care and upkeep of your computer.

Teen Librarians completed a shifting project in the teen area making more room and allowing for some shifting of the collection to be done.

Old Business – Nora reported the Teddy Bear Clinic will be held on December 29 from 1:30 – 3:30 PM. There will be crafts for younger children while teddy bears are being repaired.

The Nominating Committee needs a third member.

The date for Desserts Ever After may change due to school vacation.

New Business – N/R

Committee Reports

Book Sale – The elevator has been repaired making it easier to move books to and from the basement. Need to set the date for the May sale. Ann may have found a buyer for old records.

Friends' Corner – Fred will check the depth for bookcase. Lisa will pick up bookcase from IKEA.

Publicity – Advertising has been done for the Teddy Bear Clinic and the Wine and Cheese Social.

Wine & Cheese Social – January 19, 2018. Terri, paper goods are all set.

Adjournment – Terri and Linda motioned for adjournment. Adjourned at 8 PM.

Respectively submitted,

JoAnn Cromwell, Secretary