

Minutes of the Meeting  
Kent Memorial Library Commission  
November 10, 2015

Bob Brooks called the meeting to order at 7:03 PM.

**I. Roll Call of Members**

Present: Robert "Bob" Brooks	Benito "JoJo" Cuevo
Rebecca "Becki" Fuller	Joan Greenfield
Joe Grimard	Kathie Harrington
Claire Kawalec	Chris Rago
Bruce Rietberg	Robert "Bob" White
Jackie Hemond – Library Director	

**II. Public Participation**

- Melien Lavoie of Plug In Muse – to observe
- Melissa Mack – First Selectman Elect – to meet members

**III. Minutes**

Motion to approve Minutes of October 19, 2015 with no changes made by Bob White. Seconded by Joe Grimard. Passed unanimously.

**IV. Communications Received** None

**V. Report of the Director**

- Jackie Hemond delivered her summary. She commented that the Women's Club records accumulated since 1800's are kept in boxes in the Historical Room, but are near critical volume and need to be dealt with – culled, scanned, or moved; Jackie will investigate options.
- We are very pleased to receive donations, including from the Foundation, enabling us to order the smaller shelving version shortly when the sprinkler system is finalized.
- With additional e-books and books for Children, the activity in that area has increased noticeably.

**VI. Standing Committees Reports**

- Bob White suggested, (regarding the new Library Policies in process), that the Record Retention and Destruction schedules need closer attention. Bob Brooks thought the State policy " M-11" section would likely cover most things, but Bob White to further review these. We plan to review these again in our January 2016 meeting.

**VII. Special Committees Reports** None

**VIII. Unfinished Business**

- (A) *Potential funding for the fiber optic cable proposal* – the present \$17,000 contractor proposal to install from Town Hall to the Library. Suffield Public Library Foundation has pledged \$8,500 with our library funds to cover the remaining \$8,500. Jackie Hemond will contact John Cloonan with our approval, so he can make arrangements.
- Kathie Harrington proposed that we approve spending \$ 8,500 from the Building Endowment account to apply on the fiber optic installation. Seconded by Joe Grimard. Approved unanimously.
- (B) *Discussion concerning proposed amendments to the Bylaws* – Bob Brooks presented a copy of the amended Bylaws, also sent by email. Rebecca Fuller proposed approving the amended Bylaws as presented. Seconded by Joe Grimard. Approved unanimously.
- (C) *Update on Historical Room shelving* – Jackie presented a drawing of shelving. Details were shown above.

**IX. New and Miscellaneous Business** None

**X. Adjournment**

Bob Brooks adjourned the meeting at 7:56 PM.

The next REGULAR meeting will be January 12, 2016. We shall discuss election of Officers, and members on committees.

Respectfully submitted,

Bruce Rietberg  
Secretary  
November 11, 2015

Future 2015 Meetings : Financial Budget Meeting in December – not an official regular meeting.