

Minutes of the Meeting
Kent Memorial Library Commission

January 12, 2016

Bob Brooks called the meeting to order at 7:06 PM.

I. Roll Call of Members

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

II. Public Participation

Mel Chafetz, Selectman – and Liaison from the Board of Selectmen. Mel attended as both the Liaison, and as Chairman of the Suffield Public Library Foundation, Inc., to provide us with updates in both areas.

He advised that the Board of Finance declined the funding to install the fiber optic cables from Town Hall to the library, and on to the school, Ambulance, and Senior Center. We had understood at the approval at the Board of Selectmen meeting that the funds were from a grant. We had previously gathered funding ourselves to pay for the Town Hall to the Library connection, so will be returning to proceed with that option.

Mel also advised that the library will be responsible to pay for the various inspection fees including elevator, sprinklers, etc. Total cost unknown.

Regarding the Foundation, Mel said there is discussion to move the Zak family name on the exterior of the ADA addition. He also requests the Commission approval to install a Zak family name, family plaque, and a second plaque of major donors on the interior facing wall at the ground floor entrance in the ADA addition. Also, there is presently a railing in front of the windows on the upper level of the ADA addition. This will likely be removed when approvals obtained.

He also advised that the Foundation has arranged for an event for a known speaker on April 21, 2016 at the library. More details later.

Becki Fuller made a Motion to add item II A to the agenda to vote on approval of the Zak interior name and two plaques as presented by Mel Chafetz. Seconded by Joe Grimard. Approval to add the agenda item – unanimous.

II A Chris Rago made a Motion to approve the installation of the Zak family name, family plaque, and major donors plaque on the west interior lower level wall as presented by Mel Chafetz. Seconded by Joe Grimard. Unanimous approval.

III. **Minutes**

Motion to approve Minutes of the November 10 and December 8, 2015 meetings, with no changes, made by Bob White. Seconded by Becki Fuller. Passed unanimously.

IV. **Communications Received** None

V. **Report of the Director**

Jackie Hemond said we are still waiting for EPA approval. Shelving for the Historical Room likely ready for Feb/March. The revised budget submitted has only a small increase, with changes due regarding staff and the building inspection fees. Final amount could be less than submitted. New database "Lynda.com" added that does DIY videos. There was discussion about the glass railings. Jackie presented initial pictures and estimates concerning some new furniture for the new building. Some present furniture is very old.

VI. **Standing Committees Reports** None

VII. **Special Committees Reports** None

VIII. **Unfinished Business**

(A) Discussion concerning proposed amendments to the library policies – Bob White and Jackie to determine what relevant items we store that is to be in accordance with Section M 11 of Record Retentions. He will update us at next meeting.

(B) Update on Historical Room shelving – in addition to the comment in Director's Report, Jackie is looking for a little more funding prior to the shelving being ready. She has also been speaking with the 1st Selectman regarding anything to be disposed of, including sale.

IX. **New and Miscellaneous Business**

Bob White and JoJo Cuevo each had suggested changes for library ByLaws. They discuss at a later meeting.

X. **Election of Officers**

With the approval of Bob Brooks, Joan Greenfield made a Motion to reappoint Bob Brooks as Chairman for another term. Seconded by Kathie Harrington. Passed unanimously.

With the approval of the three incumbents, Kathie Harrington made a Motion to reappoint Bruce Rietberg as Secretary, Michael Alexopoulos as Vice Chairman, and Claire Kawalec as Treasurer. Seconded by Bob White. Passed unanimously.

XI. **Changes to Committee Assignments**

Chris Rago moved to another Committee, and Kathie Harrington joined two Committees.

XII. **Adjournment**

Bob Brooks adjourned the meeting at 8:36 PM

The next meeting will be February 9, 2016.

Respectfully submitted,

Bruce Rietberg
Secretary
January 13, 2016

Future 2016 Meetings : February 9, March 8, April 12, May 10, June 14, September 13, October 11, and November 8, 2016.