

Danbury Library Board of Directors

Meeting

March 10, 2016

- I. President Ned Moore called the meeting to order at 4:10 p.m.
PRESENT: Ned Moore (President), Robert Feinson, Katie Ventura (Director)

ABSENT: Dimples Armstrong, Joan Damia, Gary Falkenthal, Robert Mosley, Randolph Summ, Karen Chambrovich (Friends Co-President), Connie Kaufman (Friends Co-President)

As no quorum was present, no votes are cast.

- II. MINUTES—February 11, 2016
*A motion was made by Mr. Feinson to accept the Minutes of the February 11, 2016 meeting.
Vote pending.
- III. March, 2016 Financial Report—Ms. Katie Ventura, Director

While no Board money has been spent this month, Ms. Ventura plans to purchase copiers in the near future. It is to replace the 3 copiers that we currently have with Office Dynamics with all-in-one copiers/printers/faxes/scanners through an agreement with A&A Office Systems. We currently have to replace the toner/ink and the yearly cost is high. The new agreement will include toner as well as receiving a percentage for the number of copies.

Each machines cost a little over \$7,000 but Ms. Ventura expects the new machines to pay for themselves in one year. We currently charge .15 a copy which is standard and we expect to continue to charge the same. The Board receives the money from these machines.

In order to buy the printers, we need to move some funds out of the smaller categories. We currently have \$50,109 in the budget and we have 4 months left in the fiscal year. We also need to purchase some furniture. So with both purchases, we should have about \$15,000 left at the end of the year.

The ideal goal is to reserve as much as we can to build our account up. We want to get back to the \$200K level.

*One vote needed on purchasing copier

*One vote needed to accept the Financial Report

IV. Friends Report—no representative was present.

V. Director's report—Katie Ventura, Director

Staffing: As a result of combining 2 part-time positions, the Library got approved for a full-time clerk position which was posted today. The new librarian position was retooled from Mrs. Fegley's job and posted today for 21 days. The Asst. director's position was closed the end of February. Ms. Ventura expects to have all positions filled by June. Human Resources has been pushing everything through in a timely manner.

The Innovation Center: Mr. Mike Kaltschnee is working with the city to put up a gate in the café area.

The Café –The Request-For-Proposal has been posted for the Café and due on the 17th.

Statistics: Things are looking better. Will change format in next fiscal year. Getting better counts due to the new gates. Programming is up as we have more people doing programming.

Future Development: Ms. Ventura reported that more stem programming is in the works. Aurelio is going for a grant through the Friends to the Buck Foundation for more stem programming.

We are planning an Adult summer reading program this year.

VI. President's report—President Moore did not have anything to report at this time.

VIII. Adjournment—

*This meeting adjourned at 4:30 p.m.

Submitted by,
Theresa Buzaid, Executive Secretary

Ned Moore, Pres. March 14, 2016
Ned Moore, President Date