

**Library Board Meeting Highlights**  
**12/8/09**

1. The Board approved the recommendation of the Finance Committee for an investment advisor.
2. The Director informed the Personnel, Finance and House Committees on various matters.
3. We are preparing to interview applicants for Assistant Head, Children's Services.
4. We identified back-up staff from different departments to fill in for a flu emergency.
5. Further reductions in the State Budget may impact the Library.
6. The Mayor asked departments to submit major projects, complaints, concerns or issues affecting the departments. We submitted the following:
  - a) Handling the increasing number of people who need to use computers in the Library for job and career information.
  - b) Responding to the reading, learning and homework needs of children.
  - c) Providing sufficient space for education and information services.
7. Thomas J. Atkins Memorial Trust Fund, Bank of America Trustee, awarded our job and career services a grant of \$5,000 for September through December 2010.
8. Rockfall Foundation featured our Green Children program in its annual report.
9. We continue to receive generous individual and small group donations. If a donor does not specify use of the funds, we use it for materials or programs, such as outreach to the elderly. We are also setting aside some funds for a needed public computer reservation system to manage the heavy use of public computers.
10. City Council established new meeting procedures and will hold separate community meetings. Directors will attend a session for questions at 6:00 pm and the separate community meetings will be on the second Tuesday evening each month.
11. The Paton Storytelling Contest Awards, with Anne Greene, Director of Wesleyan's Writing Programs as the speaker, went very well.
12. Our building use continues very strong, with increases in the first four months as compared to last year in:

total circulation 3%, (books 4%)	total reference activity 19%
total audience at programs 69%	door count 14%                      card holders 3.6%
13. The Library nominated the Friends of the Library for an award for the "Read While You Ride" program at the bus station, in which riders are encouraged to take books.
14. The Board received a report on the impact of our job and career services.
15. The Assistant Director highlighted from his report:
  - a) We have very high use of Connecticard and ConnectiCar service. Connecticard allows residents to borrow materials from any public libraries. ConnectiCar provides statewide delivery service to 225 libraries. Handling two million items a year, it is the backbone of resource sharing among public and academic libraries.
  - b) Staff is visiting libraries to examine public computer reservation systems.
16. Board members will attend workshops on planned gift giving and creating a stronger board.