

**EAST LONGMEADOW PUBLIC LIBRARY**  
**BOARD OF LIBRARY TRUSTEES**  
Meeting Minutes for January 16, 2019

The East Longmeadow Board of Library Trustees held its regular monthly meeting on Wednesday, January 16, 2019 at the East Longmeadow Public Library, 60 Center Square, East Longmeadow, MA. Trustees present were: Diane Tiago, David Boucher, Cindy MacNaught and Michael Gray. Virginia Robbins and Melanie Mannheim were absent. Layla Johnston, Library Director, was also present.

**I. Call to Order:**

Chairperson, Diane Tiago called the meeting to order at 6:10 pm.

This meeting was audio and videotaped for future broadcast on ELCAT.

**II. Meeting Minutes**

Minutes for the December 19, 2018 meeting needed approval. Cindy MacNaught motioned to accept the minutes as presented. Michael Gray seconded the motion, and the motion passed unanimously.

**III. GUESTS' OPPORTUNITY TO ADDRESS THE BOARD**

None

**IV. DIRECTOR'S REPORT**

A. Narrative:

\*The DPW replaced the lights at the Circulation desk and above the Giving Wall in December.

\*Layla recommended that the members on the Board consider whether or not the Board would like to participate in the annual East Longmeadow High School Awards night. The "Board of Library Trustees Book Award" is awarded to a high school junior who has indicated a sincere interest in public libraries.

\*In December, the Children's Department coordinated the Giving Tree donations with the New Beginnings shelter for families in transition. The library collected over 150 gifts and a large number of toiletries to be given to families in need.

\*An invitation was sent to the Town's police and fire departments and selected schools to read at one of our story times or discuss their profession with children ages 3 – 8 at the library. Special Storytimes featuring guest speakers will be held monthly from February through the month of May.

\*The library expanded the Teen Study Night for East Longmeadow juniors and seniors to 2 nights in January this year. The library was opened to teens only to allow them to study for exams. Refreshments were provided by the Friends of the Library.

\*The library's annual Great Decisions discussion program will begin on Tuesday, February 5<sup>th</sup> at 6pm and meet on Tuesdays twice a month through May. Patrons interested in participating can pick up booklets on the discussion topics at the circulation desk. Funding for this program is made possible by the Anastasia N. Manitsas Memorial Speaker Fund.

\*The Legislative Breakfast for libraries located in our area is scheduled for Friday, February 8<sup>th</sup> at 8 am at the Storrs Library in Longmeadow.

For additional and more specific details, see the Director's report of January 16, 2019.

Cindy MacNaught made the motion to accept the Director's narrative written report and Michael Gray seconded the motion. It passed unanimously.

B. Financial Report: Layla Johnston submitted an abbreviated Financial Report.

**V. NEW BUSINESS**

Collection Development Policy - Layla Johnston provided each Trustee with a copy of the current policy along with recommended minor revisions. Cindy MacNaught made the motion to accept the amended policy and David Boucher seconded the motion. It passed unanimously.

## **VI. OLD BUSINESS**

None.

## **VII. LIBRARY FRIENDS' NEWS**

The Friends met on Monday, January 7<sup>th</sup> in the Conference Room at 7pm. The Board members were notified by the Springfield Museums that it would no longer offer future membership passes to organizations due to some issues that were determined by its administrators. It would honor the current pass until March 1<sup>st</sup>. The Friends Board voted to purchase a 2<sup>nd</sup> pass for the "Zoo in Forest Park" with the funds that were originally allocated for the Springfield Museums.

The Friends are planning their annual "Chocolate Sampling" event which will take place in the library's Community Room on Saturday, February 9<sup>th</sup> from 1 – 3pm. weather permitting. Admission is free to members and a nominal fee will be charged at the door for non-members.

The Friends next meeting will be on Monday, February 4, 2019 in the Conference Room.

## **VIII. NEXT MEETING**

The next meeting of the Board of Library Trustees will be held on Wednesday, February 20, 2019 at 6 pm.

## **IX. ADJOURN**

Diane Tiago requested a motion to adjourn. Cindy MacNaught made the motion to adjourn and Michael Gray seconded the motion. It passed unanimously.

The meeting adjourned at 6:35 pm.

Respectfully submitted,

Diane Tiago  
Chairman

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