

Hamden Public Library Board of HYBRID MEETING, November 14, 2023

Minutes

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Passcode: MQpae@4S

Call to Order: The Hamden Library Board (HLB) Hybrid meeting took place on Tuesday, November 14, 2023 at Program Room Miller Library. Chairperson Jan Glover called the meeting to order at 6.13p.m.

Additions to the Agenda: No additions to the Agenda.

In attendance: Jan Glover (Chairperson), Philip R. Kuchuk, Christine Esposito, Mary Jean Brown, Brett Prestia, Evelyn Hatkin, Amber Woodward. Also in attendance: Melissa Canham-Clyne (Library Director), Alyssa Dansinghani (Associate Library Director), Sathiyapriya (Library Board Clerk).

Approval Of Minutes:

October 10, 2023 - It was moved (Ms. Brown) and seconded (Ms. Esposito) to approve the minutes. All were in favor and the motion passed.

Correspondence: No Correspondence.

Public I Media Comments on Agenda : No Public Comments.

Announcements: No Announcements.

Old Business:

a. Financial Update : The Board reviewed the YTD and Library gift fund report for October 2023.

Consideration of Non-CD monies in gift Fund: It was moved (Ms. Esposito) and seconded (Mr. Kuchuk) to close the TD and Webster money market accounts and invest the monies at Bankwell. All were in favor motion passed.

b. Committee Reports:

Behavior Policy - Ms. Canham-Clyne reports no action on the Behavior policy.

Financial Guidelines - Mr. Kuchuk and Mr. Prestia are finalizing the work on the financial guidelines.

c. Board Recruitment - Ms. Canham -Clyne announced a new board member from district 8 is in the process of being approved.

d. 2024 Calendar: - It was moved (Mr. Prestia) and seconded (Ms. Glover) to approve the 2024 Calendar. All were in favor and the motion passed.

e. Composing Our Story / Strategic Focus: - Ms. Brown met with Ms. Canham-Clyne and Ms. Dansinghani to examine the table section of the recent document A Large Town. She shared highlights of her initial analysis and will continue to work on this over the next months. Ms. Brown suggested that we consider more focus group sessions targeting specific groups of stakeholders and offered to develop focus group questions and as well as to train focus group leaders.

Mr. Prestia, Mr. Kuchuk, Ms. Glover, and Ms. Canham-Clyne will be meeting this week (11/16/23) to develop a framework and timeline for the strategic focus plan.

f. History Room – Mr. Prestia, Ms. Esposito, and Ms. Woodward have agreed to serve on a joint committee with the Hamden Historical Society. Ms. Glover will organize the initial meeting.

New Business:

a. Budget: Ms. Canham-Clyne announced that work has begun to develop the budget for next fiscal year. Ms. Woodward, Ms. Hatkin, and Mr. Kuchuk have agreed to serve on the budget task force and will provide feedback to the budget prepared by the library administrative team. The budget will be presented to the full board at the December meeting.

Mr. Prestia has completed an analysis of costs and usage associated with the microfilm/reader. He will submit this report to library administration and to the Budget Task Force.

Administrative Reports: Ms. Canham-Clyne and Ms. Dansinghani congratulated staff for doing amazing jobs. They extended an open invitation to the Board to attend any of the End of the Year celebrations; a list of those celebrations will be sent via email. Ms. Canham-Clyne announced that the Library staff have adopted four families for the holiday season and invited the board to participate.

Executive Session: No Executive session.

Adjourn: It was moved (Mr. Prestia) and seconded (Ms. Esposito) to adjourn the meeting at 7.13pm. All were in favor and the motion passed.

Submitted by Sathiyapriya Library board clerk