

**BOARD OF AGENTS - SILAS BRONSON LIBRARY**  
**MINUTES – November 24, 2015**

**PRESENT:** President Gambini, Agents Albini, Cullinan, Decarlo, Perugini, Ranando, Ryan

**ALSO:** Aldermanic Liaison to the Board Stephanie Cummings

**CALL TO ORDER:** President Gambini called the meeting to order at 4:11 p.m.

**AGENDA:** MMSB (Perugini, Ryan) to approve the agenda

**MINUTES:** Informational only, no quorum was present for the October 27, 2015 meeting (read silently).

**COMMUNICATIONS/PUBLIC COMMENT:** None

**DIRECTOR'S REPORT:** Director Guest went into detail regarding her Director's Report – from the building repairs/improvements to some of the programs currently offered and staffing additions.

**FINANCE:** Copies of the most recent financial reports for the city and Bronson fund were distributed for review.

Director Guest stated that we were reimbursed some money from the embezzlement. Approximately \$164,770 was deposited into the Wells Fargo account.

**PLANNING & DEVELOPMENT:** No report.

**LEGISLATIVE:** No report.

**BUILDING AND GROUNDS:** Director Guest touched on this in her Director's report. We have been working on repairs to the ramp, leaking faucets, and floor stripping and waxing. We have a plan in place to deal with winter weather. Construction projects are in the final stages and small touch up work will be done.

**POLICY:** No report.

**FRIENDS OF LIBRARY:** President Ranando. President Ranando discussed the Holiday Luncheon slated for December 8, 2015 from 12 noon to 2:30 p.m. She stated invitations had been sent and to please contact the office with attendance. Agent Perugini stated he received some inquiry as to why the event time had changed to the afternoon. President Ranando stated members found it somewhat difficult to attend the party at night, coupled with the difficult circumstances that surrounded the cancellation of the party twice the year before due to the weather.

**HALL OF FAME:** Agent Perugini commended Agent Ranando and the Hall of Fame Committee with the great job they did with the ceremony. Director Guest stated attendance was estimated at 140 and was a success.

**OTHER:** Director Guest talked about ebooks. Some patrons claimed to have waited as long as seven months on the list for a title.

The POS system delay was discussed. Envisionware is trying to resolve the problem. IT Administrator John Ditoto and Director Guest are monitoring the situation and will stay involved.

Director Guest also discussed the monitors in Circulation and the fact they don't work with our present system. IT is pursuing a work around for the issue.

Since we are past the time period needed to refrain from restricting our filter in relation to grant funding, Director Guest suggests that we need to take immediate action on filtering to prevent patrons from accessing prohibited websites. We will work with the city IT department, the school system and other libraries to follow their policies and procedures already in place and working.

**MMSP** (Ryan, Ranando) to approve payment of Bronson bills of \$3,811.65

**MMSP** (Ryan, Ranando) to approve payment of City bills of \$30,969.90

**ADJOURNMENT:** **MMSP** (Ryan, Perugini) to adjourn at 4:50 p.m.

**NEXT MEETING:** Tuesday, December 8, 2015 – 4:00 p.m.

Respectfully submitted:

Charlotte Williams for **Joan Rossi, Secretary**