

Library Board Town of East Hartford

Minutes of Regular Meeting
November 17, 2014
East Hartford Cultural Community Center
Doris Suessman Room
50 Chapman Place, East Hartford, CT

Present: Gloria Visgilio-Lupi, Rose Tavtigian; Debra Arrieta; Mary Mourey,
Florence Schroeter and Library Director Susan Hansen

Excused Absences: Todney Harris and Sally Pelletier

Absent: Anthony Foran

Call to Order: Chairperson Gloria Visgilio-Lupi called the meeting to order at 6:31pm.

Approval of Minutes:

MOTION: by Florence Schroeter to approve the regular minutes of the October 20, 2014 with the following correction: the Library Board was not in attendance at the Fall Fest. Fall Fest did take place.
Seconded by Mary Mourey
Motion carried

Librarian's report: **Librarian's Report: November 2014**

1) LEGO® Maker Program: The library held its first LEGO Maker Program on October 25. Program size is supposed to be limited to 20, but with a couple of brothers and sisters we had 23 children and their parents participate. The kids designed their own new libraries and then shared their stories about their creations. The next maker program will be November 29.

2) G. Fox Program: The program was held on Tuesday, October 21 from 7-8 p.m. A volunteer from the Connecticut Historical Society presented a slide show about the G. Fox store during the 1950's to an audience of 40 people. Many of the attendees brought their G. Fox "treasures" and shared their memories of the store. The library director arranged for East Hartford Community Television to record the program and it will be shown in its entirety on EHCTV later this month.

3) Every Child Ready to Read: Our first parent training session for our LSTA grant program was held on October 30. In addition to parents of 3-5 year olds, a couple of older brothers attended and learned how to help make their younger siblings better readers. Each family gets to take home a copy of "The Little Red Hen" to keep. The program includes teaching parents the five simple practices of talking, reading, playing, writing, and singing to help build their children's reading skill.

4) Holiday Fest 2014: The library will be participating in holiday fest, December 5 – 8. We will have a book sale on the Friday, Saturday and Monday. We have advertised for donations and have begun to receive items for the sale. Children's

staff will have craft tables for children and teens on Saturday. "Mrs. Claus" will do a story time on Saturday, December 6, at 10:30 a.m.

5) **Job Shadow Day:** The library is participating in the Rotary Club's "Job Shadow Day" on Wednesday, November 19. Members of the Rotary Club and the Town's department directors are participating. Two East Hartford High School students will be at the library in the morning to learn about our work from the other side of the desk. I will also be giving them a tour of the construction site.

6) **Raymond Library Update:** The library renovation project is in its final two months. Barring any additional unexpected "surprises," the work should be finished in January. The "Everybody Loves Raymond" fundraising campaign is in progress. Additional funding will be necessary if the library is to have all new furniture when it reopens.

7) **Personnel:** On Friday, November 14, the town advertised for a library specialist position (this is the position left vacant by Jose Maldonado's retirement last spring.) The applications can be submitted through December 5. Hopefully the position will be filled by the end of the year.

8) **Access Health CT:** The library director arranged for the EHCCC to be a host site for Access Health CT. Staff will be here beginning November 18 and will be available every Tuesday – Saturday to give out information and to sign people up for insurance under the Affordable Health Care Act.

Old Business:

- A. Chairperson Gloria Visgilio-Lupi reviewed the 2015 meeting schedule with the Board.
- B. Chairperson Gloria Visgilio-Lupi asked the Board for volunteers to participate at Holiday Fest.

New Business:

- A. Chairperson Gloria Visgilio-Lupi reviewed the expiration terms with Board members.
- B. Chairperson Gloria Visgilio-Lupi presented the annual report of the Library Board to the Mayor to the board members.

Adjournment: Motion made to accept adjournment by Debra Arrieta and seconded by Mary Mourey at 7:29pm

Respectfully submitted,

Rose Tavgian, Secretary
Minutes Subject To Approval