

**Plainville Public Library  
Board of Trustees  
Regular Meeting Minutes  
November 12, 2019**

**LOCATION: PLAINVILLE PUBLIC LIBRARY**  
**CALL TO ORDER: 7:00 PM**

**PRESENT:** Pat Fongemie, Rebecca Ireland, Julia Underwood, Francis Rexford Cooley

**STAFF:** Trish Tomlinson (Library Director)

**ABSENT:** Ken Laska, Jay Steeves, Rosemary Morante (Town Council Liaison)

*Trish welcomed Julia Underwood back to the Board after absence and welcomed new member Francis Rexford Cooley.*

**I. MINUTES**

October 2019 Minutes are tabled until the meeting in December.

**II. FINANCIAL REPORT**

Discussion:

- T. Tomlinson reviewed the financial statistics for October 2019.
- T. Tomlinson stated that the \$600.00 check donated by the Plainville Lions Club for the purchase of large print books was deposited last fiscal year, which is why we didn't see it recorded in this year's budget report.
- T. Tomlinson said that Rob Buden in Accounting will be on medical leave starting in January. Town Manager is arranging coverage of accounting.

Motion was made by: R. Ireland to accept the Financial Report

Seconded: J. Underwood

All in favor: 4 to 0. Financial Report approved.

**III. STATISTICAL REPORT**

Discussion:

- T. Tomlinson supplied statistics for October 2019.
- T. Tomlinson said checkout limit per month for Hoopla was decreased from five to three per month, due to a price increase.
- Motion was made by: No motion made.

**IV. DIRECTOR'S REPORT**

Social Worker

- Community Liasion is on site at the library for client visits on Tuesdays from 1:00 – 5:00pm. Visits are by appointment or walk-in and are held in the Quiet Study Room.
- Three walk-in visits took place on the first day.
- Social Worker visits have been widely advertised in local media.

### Winter Programs

- T. Tomlinson distributed handouts with scheduled winter programs.
- Youth programs include constructing holiday ornament and treat cottage. More activities are scheduled during school breaks.
- Adult programs include holiday piano performance by David Eberly on Wednesday, December 4th, at 7:00 pm.
- A Children's New Year's Party is scheduled on December 31, 2019 at Noon.
- Movies matinee is an ongoing event on the second Thursday and the fourth Saturday each month.
- Craft Programs are very popular.
- Book club meets monthly on the first Tuesday and the third Wednesday at 7:00 pm.

### Friends

- The Friends Holiday Open House is scheduled on December 5, 2019 at 7:00 pm including a performance by the Plainville Flute Ensemble. Refreshments will be served.

### Upcoming

- T. Tomlinson is completing the library annual report for the State.
- The December meeting will include a discussion about the budget for fiscal year 2020.
- Chief of Police will be invited to the meeting in February 2020 to discuss Safety procedures.

## **V. ADJOURNMENT**

A motion to adjourn was made by: Francis Rexford Cooley

Seconded by: Rebecca Ireland

All in Favor 4 to 0 Motion passed. Meeting adjourned at 7:40 pm.

Respectfully submitted,

***Dawn Guite***

Dawn Guite  
Recording Secretary

*The next regularly scheduled meeting of the Board of Trustees for Plainville Public Library is scheduled for Tuesday, December 10<sup>th</sup> at 7:00 pm in the Plainville Public Library's Trustees' Room.*