

**GEORGE HOLMES BIXBY MEMORIAL LIBRARY: Minutes of the Board of Trustees Meeting,
April 7, 2011**

In Attendance: Mike Petrovick, Nancy Hibbard, Gloria Normile, Cathy Gombas, Carol Brock, Mary Farrell

The meeting began at 7:15PM with the election of officers. After a brief discussion about how many board members were needed, it was decided that we should still maintain five, with two alternates. Nancy will recruit the alternates. The election of officers followed, and unanimously voted into office were: Mike Petrovick, Chair; Nancy Hibbard, Vice-Chair; Paula Hunter, Treasurer; Cathy Gombas, Assistant Treasurer and Gloria Normile, Secretary.

The minutes of the March meeting were approved as published.

There was no **Treasurer's Report**. Mike Petrovick suggested that when Paula is unable to attend a meeting, we ask her to submit a balance.

Librarians' Reports: All present noted with pleasure the marked increase in patrons in March, 2011. (See attached Revolving Stats Statement) Carol Brock reported that:

(1) The Fire Chief had been to the library and made all the necessary inspections of the elevator and fire alarms.

(2) The Computer Open Forum had been a disappointment, with only one person attending, in spite of the event having been well advertised. Mike suggested that we should nevertheless continue the program, which just may have been off to a slow start.

(3) A gift of a beautiful clock, which was admired and greatly appreciated by all present, had been given to the Library by Heidi Dawidoff.

(4) She (Carol) and Mary will be attending a workshop to learn how to use the new program for downloading audio books. Mike suggested that they keep a log of the time they spend helping patrons to use this program.

(5) She would like to refurbish the new bathroom on the main floor and requested and received approval for the funds to do so. She will confer with Paula on this.

(6) She received the bill from Tom Clark for \$590. and DVD for work done on the downstairs toilet. The toilet is still not working properly and Mike thought we should refer the matter to John Baybutt. Carol will send Mike a copy of Tom Clark's bill with the accompanying DVD, and Mike will contact John Baybutt about the matter.

(7) Heidi Dawidoff's movie program must be extended due to cancellations. Heidi intends to show the "makeups" at her home, but Mike felt that, because it is an official Library program, the makeup sessions should take place at the library. Carol will talk to

Heidi about it.

Mary Farrell reported that:

(1) her St. Patricks Day program for primary schoolchildren had been a success, with 25 in attendance.

(2) She had attended a conference in Manchester and had applied for and received a grant for a guest storyteller at the summer reading program: Odds Bodkin.

The Emergency Procedures Policy was reviewed and deemed as a good guideline for the use of the Library staff. It was decided that, in the event of power outages, Carol Brock should use her own discretion as to when to close the library. Nancy Hibbard will put the final touches to the policy and file it.

There was no further business and the meeting was adjourned at 8:30 PM

Respectfully submitted,

Gloria Normile, Secretary