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DRAFT MINUTES

Mayor's Ad Hoc Advisory Task Force on Library Finances (860) 870-3600
Rockville Public Library - Library Community Room
52 Union Street
January 24, 2017
7:00 pm

Daniel A. Champagne
Mayor

John D. Ward
Town Administrator
(860) 870-3665

Meeting was opened at 7:08 pm

1. Roll Call

Members present: Robert Hurd, Julie Clay, Thomasina Clemons, Brian Motola, Ann Letendre, James Luddecke, and John D. Ward. Absent was Mark Summers. In addition, present from the Town was Leslie Campolongo, and Sharon Redfern and Donna Enman from Rockville Public Library.

2. Adoption of Minutes

February 22, 2016 - Motion to approve the minutes was made by Mr. Motola, seconded by Ms. Clay. Motion passed unanimously.

April 20, 2016 - Motion to approve the minutes was made by Mr. Motola, seconded by Ms. Clay. Motion passed 6-0 with one abstention by Ms. Clemons.

3. Citizen's Forum - there was no one present for Citizen's Forum.

4. Pending Discussion

Mr. Ward and Mr. Luddecke outlined the impact that severe state budget cuts are having and will have on both Education and Town government.

- a. **Proposed plan Endowment Solvency 2030.** - Mr. Motola presented a proposed plan for endowment solvency. Discussion took place regarding current endowment value, setting fundraising goals and town contributions. Clarification is needed on current endowment value. Mr. Hurd expressed this figure should be available later in the week.

Ms. Enman shared with the Task Force the history of library membership calculations provided through Bibliomation, and the frequency and purposes for purging/not purging expired memberships.

- **"Library card usage"** – means checking out items only; and does not include attendance at library programs, computer usage, or usage of online resources.



Discussion took place regarding other usage calculations such as Door Counts, which are tracked. Last year's door count was 146,291 representing one-half of the total "clicks" accounting for entrances and exits. This number averages to approximately 250 visitors a day.

Ms. Enman also discussed Services/Funds provided by the State Library:

C-Card reimbursement to Library in 2015 - \$ 1,229

State Report reimbursement to Library in 2015 - \$1,158

Discussion took place regarding inter-town item circulation, loaning policies, and the new membership campaigns underway.

- 5. Motion to Adjourn** – was made by Mr. Hurd, and seconded by Julie Clay. Motion passed unanimously.

Meeting concluded at 9:03 pm

Respectfully submitted,

Leslie S. Campolongo