

Middletown Public Library

May 3, 2007 Committee on Library Hours Meeting Minutes

6:30 P.M. Middletown History Room

Members Present: Lynda Bronaugh, Ann Marie Chase, Nancy Corkery, Gladys Lavine, Holly Levine.

Absent: None

Quorum: Yes

Others Present: Barbara Camadeco, Acting Library Director.

. Meeting called to order at 6:35 P.M. by Chair, Holly Levine.

.Minutes of the meeting, March April 19, 2007 approved unanimously.

Old Business:

-Discussion of possible scenarios for staff schedules with proposed hour changes. Required staff when library is open is a reference librarian, someone in the children's department

New Business:

- Results of patron activity survey

Nancy Corkery reported on the results of the morning sample survey. Mornings are uniformly busy. Anne-Marie Chase reported on the Monday evening sample between 8:00 P.M. and 9:00 P.M. and said that there are few patrons using the library during those hours.

Discussion followed on which hours could be cut to provide the four hours weekly to provide Sunday hours.

-FY '08 Budget Allotment for Staffing

There is not additional funding to hire additional staff to cover the Sunday hours. Part-timers could be moved from other times and their work week re-scheduled. Full-time employees could be offered comp time or time and a half.

-Scenarios for Library Hours

It was determined that if the library closed at 8:00 P.M. Mondays and opened at 9:30 A.M. daily, and if summer and winter hours were implemented, Sunday hours could be accommodated in the fall without extra staff. Summer hours would begin on Memorial Day and last until Labor Day. The library would be open from 9:30 A.M to 8:00 P.M., Monday through Thursday; 9:30 A.M to 5:00 P.M on Friday and 9:30 A.M to 1:00 P.M. on Saturdays. Winter hours would be from Labor Day until Memorial Day. The library would be open 9:30 A.M. to 8:00 P.M. Monday through Thursday, 9:30 AM. to 5:00 P.M. on Friday, 9:30 A.M. to 4:00 P.M. on Saturday and 1:00 P.M. to 5:00 P.M. on Sunday. A draft schedule will be constructed and a list of positions emailed to the committee.

Announcement:

- Next meeting will be May 3, 2007 6:30 P.M. Middletown History Room

-Motion to adjourn unanimously approved.

Meeting adjourned at 8:05 P.M.

Minutes submitted by Secretary, Lynda M. Bronaugh