



www.BataviaPublicLibrary.org

MINUTES

Standing Committee on Outreach • Board of Trustees • Batavia Public Library District

Special Meeting

Thursday • 9 August 2018

1. **Call to Order**

Trustee Henders called the meeting to order at 7:50 p.m. in the Elizabeth L. Hall Conference Room of the Batavia Public Library.

2. **Call the Roll**

Committee Members Present: Katherine A. Garrett and Richard A. Henders

Committee Members Absent: Diane L. Blodgett

Other Trustees Present: None

Staff Members Present: Director George H. Scheetz, Patricia A. Leonard, and Deputy Director Joanne C. Zillman

Visitors Present: None

3. **Approve the Agenda**

Trustee Henders asked whether there were any changes to the agenda.

Motion by Trustee Henders to approve the agenda, as amended. Seconded by Trustee Garrett. All: Aye. The motion carried.

4. **Approve the Minutes:** Special Meeting, Thursday, 8 March 2018

Trustee Henders asked whether there were any changes to the minutes.

Motion by Trustee Garrett to approve the minutes of the special meeting, as presented. Seconded by Trustee Henders. All: Aye. The motion carried.

5. **Sign for Elizabeth L. Hall Conference Room**

Trustee Henders stated that the purpose of this agenda item was to recommend that the Board of Library Trustees approve a proposal to replace the existing, generic sign for the Elizabeth L. Hall Conference Room with one that more appropriately recognizes its namesake.

Director Scheetz noted that specifications and cost options for a new sign / plaque were included in the Committee packet.

By way of background information, Director Scheetz reported that the Hansen-Furnas Foundation donated \$10,000 to furnish and name the Elizabeth L. Hall Conference Room. At one time, the Hansen-Furnas Foundation met in this room some 2–3 times a year, usually on a Saturday morning.

The gift is recognized on the “Batavia Public Library Giving Tree” in the Lobby.

Director Scheetz observed that it was his understanding that Elizabeth L. Hall was a long-time employee at Hansen-Furnas (which was bought out by Siemens) and the Hansen-Furnas Foundation. She has a further connection to the Library. She was elected secretary of the (very first) Friends of the Batavia Public Library in 1948; she later served as vice president (1949–1950) and president (1950–1951). Her husband, James D. Hall, served on the Board of Library Trustee for 16 years (1949–1965). Discussion followed.

In response to a question from Patricia A. Leonard, the Library’s Promotional Services Manager, discussion followed on the purpose of a new sign at this time.

In response to a question from Trustee Henders, discussion followed on the precedent, if any, set by the installation of a new sign.

Director Scheetz stated that such a sign was long overdue and would honor the original request of the Hansen-Furnas Foundation to associate a portrait of Elizabeth L. Hall with the room without incurring the maintenance or security risk of a framed portrait.

In response to a question from Joanne C. Zillman, the Library’s Deputy Director, discussion followed on recognition for other rooms.

Director Scheetz noted that the other named rooms in the Library, which date to the original dedication in 2002, including the Program Room and the two Computer Rooms, do not lend themselves to such treatment and were not the subject of a special request by the donors.

He further noted that other rooms were named since 2002; viz., Meeting Room A (now the Van Nortwick Room), Meeting Room B (now the Newton Room), and Meeting Room A–B (now the Founders Room). Discussion followed.

Trustee Henders declared that further discussion on this agenda item was postponed temporarily and may be taken up at a future meeting.

6. **Future Agenda Items**

- Recognition as a Library Leader
- Review “Policy on Art”
- Review “Policy on Exhibit Spaces, Bulletin Boards, and Literature Racks”

7. **Comments from the Committee**

There were no additional comments from the Committee.

8. **Next Meetings or Events**

- a. *Board of Library Trustees (Regular Meeting), Tuesday, 21 August 2018, 7:00 p.m., Elizabeth L. Hall Conference Room, Batavia Public Library*

- b. *Staff Development Day (4th Friday in August), Friday, 24 August 2018, Library Closed (Scheduled Work Day for All Employees)*
- c. *Library Card Sign-Up Month, September 2018 — launched in 1987 as a national campaign: “every child should obtain a library card”*
- d. *Sunday before Labor Day, Sunday, 2 September 2018, Library Closed*
- e. *Labor Day (1st Monday in September), Monday, 3 September 2018, Library Closed [F]*
- f. ***Standing Committee on Outreach, Thursday, 6 September 2018, 7:00 PM (or immediately following the Standing Committee on Facilities), Elizabeth L. Hall Conference Room, Batavia Public Library***
- g. *Regular Library Hours on Sunday Begin (12:00 noon–5:00 p.m.) (Sunday after Labor Day), Sunday, 9 September 2018*
- h. *Board of Library Trustees (Regular Meeting), Tuesday, 18 September 2018, 7:00 p.m., Elizabeth L. Hall Conference Room, Batavia Public Library*
- i. *Banned Books Week: Celebrating the Freedom to Read (since 1982), Sunday–Saturday, 23–29 September 2018*
- j. *152nd Anniversary of Library Service in Batavia (October 1866–2018), October 2018*
- k. ***Standing Committee on Outreach, Thursday, 4 October 2018, 7:00 PM (or immediately following the Standing Committee on Facilities), Elizabeth L. Hall Conference Room, Batavia Public Library***
- l. *Teen Read Week™ (same week as Columbus Day), Sunday–Saturday, 7–13 October 2018 — launched in 1998 to encourage young adults to read for sheer pleasure as well as learning — Annual Theme: It’s Written in the Stars... Read!*
- m. *Columbus Day (Observed) (2nd Monday in October), Monday, 8 October 2018, Library Open [F]*
- n. *ILA Annual Conference (Peoria), Tuesday–Thursday, 9–11 October 2018*
- o. *Board of Library Trustees (Regular Meeting), Tuesday, 16 October 2018, 7:00 p.m., Elizabeth L. Hall Conference Room, Batavia Public Library*

9. **Adjournment**

Motion by Trustee Garrett to adjourn the special meeting. Seconded by Trustee Henders. All: Aye. The motion carried.

Trustee Henders declared the meeting adjourned at 8:03 p.m.

Respectfully submitted,

George H. Scheetz
Director