

## VILLAGE IMPROVEMENT ASSOCIATION

The Meeting of the Village Improvement Association was called to order by President Nancy Ciarleglio at 6:35 p.m. on September 17, 2013 in the Connie Sacco Room of the Main Library.

Present were Gert Beckwith, Michelle Bernardi, Nancy Ciarleglio, Joseph Fortino, Pamela Gardner, Curtis Hodgkins, William Lang, Alan Olenick, Gretchen Schaal and Director Kathy Giotsas. Absent were Ted Brown, Charles Gunning, Mary Malenda, and Harry Peschell. Also present were staff members Claudia Volano, Colleen Baillie, Catherine Bushman, Kathy Maher, Bernadette Niedermeier, Elizabeth Ryan and Ray Woollett.

**Minutes** there were no minutes to be voted upon.

**Director and Staff Reports:** K. Giotsas: Claudia and Kym handled the table at the Apple Festival on Sept. 14<sup>th</sup> on the Green. Auditor's report is almost done. Auditor will meet with Finance Committee soon; a report will be given to Board in October and Auditor will come to November meeting. Staff evaluations are in process. There will be an all staff in-service day in October and all libraries will be closed for that day.

Staff: N. Ciarleglio thanked the staff for their reports and for attending the meetings.

Graham Room: Bernadette will speak to two PTAs. The Graham Room is now open until 9-7 p.m. 4 days per week and 9-5 on Fridays and Saturdays.

L.P. R. Woollett: outside book drop is getting worse. Director is pricing replacements.

K. Maher, Accountant: audit went smoothly. Budget has been separated for LP and O M so they will know the status of their budgets. Payroll system has been changed.

C. Bushman trained 5 new staff over the summer.

E. Ryan, Reference. They are weeding books on a massive scale to make room for more computers.

O. Mason: lighting will cost \$2,000. Director will handle this. Representative from Savin will give report at 6:30 for October 15<sup>th</sup> meeting.

Budget: 2013-14 final version will be distributed in October.

**Treasurer's report:** M. Bernardi: Fiscal year 2012-13 came in \$2,970 under budget

**By laws:** new copy was distributed

Nominating Committee: W. Lang

New appointees are Patricia Donnelly and John Galvin. He has received another name and would like to explore adding this person to the list.

Officers for 2013-14 fiscal year

President: Alan Olenick

Vice President: Ted Brown

Treasurer: Charles Gunning

Assistant Treasurer: Michelle Bernardi

Secretary: Gertrude Beckwith.

W. Lang will investigate the additional name and the one vacancy will be filled as soon as possible. Motion by W. Lang, seconded by G. Schaal to accept the report.

At this time the gavel was passed from N. Ciarleglio to A. Olenick.

At 8:05 Board went into Executive Session until 8:10.

**Committee Reports:**

Building and Maintenance: W. Lang: tree in front of Main was trimmed. Shrubs were removed from O.M. and birds were removed from the lighting fixtures. New exteriors lights are coming.

Finance: M. Bernardi: There will be a meeting with auditor, C. Gunning, M. Bernardi and Director. .

Technology: A.Olenick: six more computers are coming soon to Main.

Friends of Library: G. Beckwith: Speaker coming on Sept. 18<sup>th</sup>.

**Old Business:**

Strategic Plan P. Gardner: Motion to approve plan as discussed at July meeting and written up by her was made by P. Gardner, seconded by W. Lang and carried. Director will go over the plan with staff on Professional Development Day in October.

Savin Report: representative will be invited to October meeting at 6:30.

Library survey: Director will have it available at October meeting.

**New Business:**

Book drop box: motion was made by G. Schaal, seconded by W. Lang and carried to purchase a new book drop for L. Piantino branch at a cost not to exceed \$6,000.

Lighting at Ora Mason branch. Motion by G. Schaal, seconded by C. Hodgkins and carried to approve the needed lighting for branch at a cost of approximately \$2,000. These funds will come from City of West Haven capital funds.

Solar Panel kiosk: Approval was given to install a solar panel educational kiosk at Main Library, either in Graham Room or Main area.

Staff Professional Development Day: All staff will be present for training in Sacco Room on a day yet to be set in October. Lunch will be provided. All libraries will be closed, notice in newspapers and a notice sent out on e mail about closing.

Charges for Sacco Room: A for-profit organization wants to use the room for six days. Director will develop a policy and present it at the next meeting.

Sacco room furniture: Motion to look at replacement of furniture for this room not to exceed \$4,000 was made by P. Gardner, seconded by W. Lang and carried.

Meeting adjourned at 8:40 p.m. and Nancy Ciarleglio was thanked by applause for her three years as President of the VIA Board.

Minutes taken by Gert Beckwith

**NEXT MEETING WILL BE OCTOBER 16, 2013**