

VILLAGE IMPROVEMENT ASSOCIATION

February 20 , 2018

The Meeting of the Village Improvement Association was called to order by President Ted Brown at 6:30 p.m. on February 20, 2018 in the Connie Sacco Room of the Main Library.

Present were Gert Beckwith, Joe Fortino, Charles Gunning William Heffernan, Curtis Hodgkins, William Lang, Susan Walker, Director Colleen Bailee and Assistant Director Catherine Bushman. Absent were Michelle Bernardi, Patricia Donnelly, Pamela Gardner, John Galvin, John Lewis, Mary Malenda, and Alan Olenick. Also present were staff members Aisha Banks, Julia Dandio, Christine Maisano, Kym Powe, Sara White and Maria Zervos.

Minutes Motion to accept the minutes of December 19, 2017 and January 20, 2018 as printed was made by W. Heffernan, seconded by W. Lang, and carried,

Director's Report: Draft budget for FY19 was sent to City for 8% increase (\$70,000) for 2% staff salary, medical insurance. City wants to know our plans for second floor at LP. Costs estimated at \$30,000. LP elevator is now working. OM: fiber will be installed in April. OM: water problem came in higher than our deductible. She contacted insurance company and it is in their hands now. Estimate for fixing fan in server room is \$8,400. Final payment is in on OM renovations. Main parking lot addition: working on getting new bids because City does not want to work with lowest bidder. Question on LP security if we take over second floor: more staff will be moved there, Director/Asst, Director will have an office there, we may need a security person also.

Assistant Director's Report C. Bushman is working on staff training and support. New State program "Passports" to encourage patrons visiting other libraries in the State. March/April brochure is done.

Staff Reports:

Aisha Banks: things are going well and numbers are slowly going back up. She is working to get more children into the library. Tech help times are full, mostly job/career searching. Award winning books have been ordered, 3rd graders from Forest and 6th graders from ESUM want to come again; second floor still has "things" from when seniors used the rooms. Signage: we will wait until things are more clear about the development before a decision is made on sign.

Julia Dandio: working Music in Motion program (ages 2-4) and summer reading program. students from middle school visited last week

Christine Maisano: everything has balanced and reconciled, Balance in checking account is \$76,139.02 and in Special Checking Account is \$221,022.39

Tanarha Smith: working on Food for Fines and museum passes, book and DVD orders, met with West Haven Public School ESL teacher, Cookbook Club and Animal Embassy is scheduled for June 22nd.

Kym Powe: started on Jan. 22. Setting up future programs, Teen tech week will be in March, Teens are signing up to fulfill their school required volunteer hours, new program

Feb. 20, 2018

“Girls Who Code” for girls ages 6-12 in collaboration with SCSU. Working on grant for summer reading program, a local author is coming.

Sara White: things are running smoothly, Over 100 patrons come in every day, She attended a writing workshop in January. HOT SPOTS presently has 26 holds at Main, Hot Spot lost at OM has been paid for. We are working with 3 for the system now, Sprint works best. She recommends purchasing 6 more (cost is \$80 to purchase plus monthly fee)

Maria Zervos: OM had first public use of new room with a great turnout. The numbers are going up; circulation has improved since last year. 4th graders from Pagels came and did research. Almost back to normal after the water leak, the heater still is not working. Outside sign has been ordered.

Treasurer’s report: C. Gunning: we are slightly over budget; it should be 58% and it is now 59%. Motion to approve report made by W. Heffernan, seconded by W. Lang and carried.

Committees:

Finance: Some cash was moved from Morgan Stanley account into mutual funds. We should have a Finance Committee meeting to talk about the budget and what we would do if there is a 10% cut. Director stated CLA can support us. There is legislation to be sure a library is properly funded.

Friends of Library:G. Beckwith: Elm City Girls Choir. On original date of Feb. 7th there was bad weather, choir is now coming Feb, 28th to First Congregational Church at 7 p.m. Tickets are \$12 at door, \$10 in advance and \$8 for seniors/students. Fund Raising/ Planning meeting will be on Tuesday, Feb. 27

Old Business:

None

New Business

Hot Spots. Motion to purchase three Hot Spots and use fund from Special Checking Account made by C. Gunning, seconded by W. Heffernan, and carried.

Board went into Executive Session at 7:35 p.m. by motion of W Heffernan, seconded by W. Lang and returned to open session at 7:58 p.m,
Meeting adjourned at 8:00 p.m..

Minutes taken by Gert Beckwith

NEXT MEETING WILL BE TUESDAY, MARCH 21, 2018 AT 6:30 P.M.