

VILLAGE IMPROVEMENT ASSOCIATION

December 20, 2016

The Meeting of the Village Improvement Association was called to order by Vice President Ted Brown at 6:31 p.m. on December 20, 2016 in the Connie Sacco Room of the Main Library.

Present were Gert Beckwith, Michelle Bernardi, Ted Brown, Patricia Donnelly, Joseph Fortino, John Galvin, Pamela Gardner, Charles Gunning, William Heffernan, Curtis Hodgkins, Mary Malenda, Alan Olenick, Susan Walker and Director Colleen Bailie. Absent were: William Lang and John Lewis. Also present were staff members Josy Minchella, Catherine Bushman, Travis Feder, and Bernadette Neidermier.

Minutes of October 18 and November 15, 2016 meetings were approved as printed

Director's Report: C. Bailie: reported on staff changes: Catherine Bushman is now Assistant Director; Travis Feder moved from Reference to Tech Services; Tamara Smith is Circulation Director; Dani Velezques from part time at LP to full time at Main. Rosiland Henna to Reference, Jackie Bush, Tech to Teen Librarian. She plans to hire 3 part time circulation personnel and a security guard for between 16-20 hours per week through an agency to be present 3:00 – 7:00 p.m. and half day on Saturdays.

On Dec. 19th 100 3rd graders at Piantino were read stories by UNN art students who designed picture books

Jan. 28th open house at Piantino between noon and 2:00 to celebrate new window signage.

CDBG Block grant is due Dec. 21 for parking lot at Main to create six more spaces in back of lot . Quote of \$5,700

Veterans' Museum is working on archival grant; Travis is helping.

Silk N Sounds concert is Sunday Dec. 18th

Fiber upgrade – will begin April 2017

Finance Committee will meet in January to begin work on budget.

Preliminary work has begun on summer program with Board of Education which will begin after July 4th and finish at the end of August.

Ora Mason grant : there will be a walk through on Dec. 22nd and bids are due Jan. 6th.

Holiday party Dec. 30th. Let Roz know if you will attend

Circulation was down in November. No decision from State on changes/improvements to delivery system on intra-library loans.

Staff Reports:

J. Minchella: working on organizing 1099 forms.

C. Bushman: focusing on brochure and glad to learn new skills. Working on new schedule beginning Jan. 2nd with new employees. Training staff in new areas. Staff members are excited about being in new positions.

Travis Feder: Reference statistics were down in November. Girls self-defense class went well (13 girls enrolled which was the maximum). He is excited to start in Tech

B. Neidermier: Great holiday party last Saturday; 30 attended in a snow storm with fabulous puppeteer. Weeding out books. Carrigan students are visiting Graham Room and children are engaged

Treasurer's report: C. Gunning: we are \$11,475 under budget to date. Electricity costs are up

Committees: Building Committee reminded of Thursday 12/22 walk through at Ora Mason noon to 2:00 p.m.

Friends of Library: P. Donnelly: Silk N Sounds concert: \$273 deposited today plus \$350 in checks. \$87 profit on raffle of baskets. Profit of between \$900 and \$1,000 expected. December concert should be earlier in month. Discussion on asking Yale a capella group to do a concert next year.

Old Business:

Our wi fi system is outdated (it is used by between 60-70 patrons each day). Quote from CEN in amount of \$14,000 to do wiring and installation. Motion by C. Gunning, seconded by W. Heffernan and carried to take \$14,000 from Morgan Stanley account to pay for this upgrade. .

New Business

January – A. Olenick expects to call a special meeting to work on next year's budget and strategic planning.

A. Olenick will review committee assignments at January meeting.

Motion by C. Gunning, seconded by G. Beckwith to close our account with Greater New Haven Foundation and move all money to Morgan Stanley Smith Barney account.

Motion carried.

Motion by M. Malenda, seconded by W. Heffernan and carried to establish three scholarship accounts for West Haven residents in the names of Connie Sacco, Jeanne Poli and Pauline Smith. Motion carried.

Executive Session: The Board went into Execution Session at 7:24 by motion of W. Heffernan, seconded by S. Walker and carried. The Board returned to regular session at 7:33 by motion of W. Heffernan, seconded by C. Hodgkin and carried. .

Meeting adjourned at 7:40 by motion of W. Heffernan, seconded by M. Malenda and carried. .

Minutes taken by Gert Beckwith

NEXT MEETING WILL BE JANUARY 17, 2017