

Wethersfield Library Board Minutes of June 24, 2008

Members present: Greg Bedula, Paul Courchaine, Greg Curtin, Tracy Gionfriddo, Susan Grady, Howard Greenblatt, Brad Milvae, Pauline Moon

Member/s excused: Clare Meade

Staff present: Laurel Goodgion, director; Liz Kirkpatrick, asst. director

Others present: Luci Domick, president of the Friends of the Library; John Cascio, Town Council Liaison

CALL TO ORDER

Chairman Greg Curtin called the meeting to order at 7:05.

PUBLIC COMMENT: NONE

ADDITIONS TO THE AGENDA: NONE

CHANGES TO THE AGENDA

Item 9 (suggested revision to the Library Board Member job description) was tabled until the July meeting.

Items 10c (wireless access policy) and 10d (child behavior policy) were tabled until the July meeting.

John Cascio arrived at 7:09.

RENOVATION

Laurel reported that at the Building Committee meeting last night the shelving bid from Tucker was approved. This company was the high bidder, but they were the only company that met the correct specifications. The bid was slightly under \$108,000. It will go to the Town Council for approval. Laurel was asked if the Library's renovation budget priorities were changing. She told the Building Committee that the Library's priorities have not changed. They are as follows:

1. Shelving
2. Furnishing the large meeting room with chairs, a sound system, etc.
3. Appliances for the meeting room kitchen
4. Equipment for a library self checkout/materials security system (RFID) (\$117,000)

Another schedule from the contractor is expected. The Library still expects to re-open in December of 2008 or January of 2009.

FRIENDS OF THE LIBRARY

President Luci Domick reported that the fundraising campaign has broken the \$10,000 barrier. A little over \$11,000 has been raised so far. The Friends are gearing up for their annual meeting in October.

COUNCIL LIAISON

John Cascio reported that it was brought to his attention that the Building Committee had approved the shelving.

John complimented the Library staff for their hard work. They achieved great success-- considering the overwhelming obstacles they've had to deal with. He made special mention of the packed house for the movie being shown in the children's program room this evening. He said he likes to come to the Library to get a visual picture of all the things going on.

John referred to the referendum on the high school and Hanmer School. Plans for the high school include relocating the Guidance Office, which was just re-done as state of the art in 2001 in order to make space for a state-of-the-art high school library which would be open to the public

Library Board members suggested that the Superintendent of Schools be invited to attend a Library Board meeting and make a presentation about the plans for the high school library.

John ended by saying a lot is happening in Wethersfield. The Town Council is aware of competing concerns. The Budget Committee is gathering ideas for cost-cutting in the 2008-09 town budget.

Outgoing Chairman Greg Curtin stressed the importance of keeping communications open between the Town Council and the new Library Board.

APPROVAL OF THE MINUTES OF MAY 27, 2008

The [minutes of May 27, 2008](#), were approved as distributed.

QUESTIONS FOR THE LIBRARY DIRECTOR

Laurel reported that yesterday 2,422 items were loaned out. This number is approaching the record high when the Library was in full operation on two floors.

The monthly narrative report is not out yet.

Laurel distributed a brochure that describes the many children's programs for the summer.

The number of children registered for the summer reading program is 579, halfway to the goal. Last year's number was 1300. It is vital for children to read over the summer in order to maintain their reading skills.

The staff has done a great job with the national theme, "Catch the Reading Bug." Liz Kirkpatrick noted that other libraries she visited on vacation weren't as impressive in setting up the theme.

Laurel said that all line items will be fully expended except for salary and wages. There will be a balance of approximately \$75,000. While the Library was limited to providing service in one room, the Library did not fill some vacant positions. Since the entire ground floor was opened use of the Library has greatly increased and vacant positions are being filled.

The Wethersfield Library participated in a competition concerning InfoAnytime, the Library's 24 hour information service. The prize was for the best response to a question. The prize is a Wii video game console.

FINANCE COMMITTEE

Committee chair Paul Courchaine stated that fully staffing the Children's Department is a priority of the Library Board.

Howard Greenblatt stressed that it is important to get the Library open and build up public trust. To open up understaffed and with reduced hours would be very bad.

The children's staff positions needed in the renovated library have been in every budget since 2005-06. They have not been filled because the Library is being used as a temporary town hall.

John Cascio pointed out that the funds remaining in the Library operating budget are due to fiscal responsibility on the part of the Library. He applauded the idea of using these remaining funds to offset budgetary shortfalls. He told the Board to be creative and constructive. The 2009-10 budget will be harder.

Laurel added that Bonnie Therrien suggested that the Library Board have a joint meeting with Town Council.

Tracy Gionfriddo made the following motion: In order to fund required staffing in fiscal year 2008-09, and, given the current projected Library expenses, the Finance Committee proposes allocating funds in the current budget to cover expenses which would offset projected fiscal year 2008-09 dollars. Greg Bedula seconded the motion. The motion carried by unanimous vote.

POLICIES

Polly Moon moved to approve the Lost or Damaged Materials Replacement Price List as revised. Susan Grady seconded. The motion carried.

Susan Grady moved to rescind the Staff Fine and Fee Policy in order to comply with the Town's ethics policy. Brad Milvae seconded. The motion carried.

COMMITTEE REPORTS

Fundraising Committee

In chairperson Clare Meade's absence, no formal report was given. As was previously stated by Luci Domick, the total is over \$11,000.

Board Development Committee

The committee conducted interviews last week and recommended the names of two people to be proposed to the Democratic Town Committee for submission to the Town Council. These people will replace Greg Curtin and Howard Greenblatt on the Library Board. Tracy Gionfriddo has agreed to remain on the Board until a replacement is found. A Republican is needed to replace Brad Milvae, who has agreed to stay on until a replacement for him is found.

Nominating Committee

Greg Curtin reported for Clare Meade, head of this committee. He moved approval of the following nominations for next year's slate of officers:

Chairperson--Polly Moon
Vice-chair--Paul Courchaine
Secretary--Susan Grady

Tracy Gionfriddo seconded the nominations. The motion carried.

Luci Domick and John Cascio left at 8:15.

At 8:15 Paul Courchaine moved to go into executive session to discuss union negotiations and the library director's evaluation. Brad Milvae seconded. The motion carried.

Laurel Goodgion and Liz Kirkpatrick were asked to stay for the union negotiations part of the executive session.

At 8:23 Laurel Goodgion and Liz Kirkpatrick left the executive session.

At this point the director's evaluation was discussed.

At 8:50 Brad Milvae moved to go out of executive session. Greg Curtin seconded. The motion carried.

Brad Milvae moved to give the Director a 3% raise. Greg Bedula seconded. The motion carried.

At 8:54 Paul Courchaine moved to adjourn. Tracy Gionfriddo seconded. The motion carried.

Respectfully submitted,

Susan Grady
Secretary