

Wethersfield Library Board Minutes of June 26, 2007

Members present: Greg Bedula, Paul Courchaine, Greg Curtin, Tracy Gionfriddo, Susan Grady, Brad Milvae, Karen Mortensen.

Members excused: Howard Greenblatt, Pauline Moon.

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

Others present: Christine Fortunato, Council Liaison; Clare Meade, new Board member (as of July 1, 2007)

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

PUBLIC COMMENT: NONE

ADDITIONS TO THE AGENDA: Under item 9, the following addition:

- a. Board Development Committee

RENOVATION

Timetable

Director Laurel Goodgion distributed a preliminary construction schedule for the Library, provided by Kronenberger, the new contractor. Everything appears to be on schedule. The new contractor is taking care to protect finishes as work is done.

The Library has not heard anything about its proposal to expand services, including opening the Children's Dept. and adding some public computers. The Library's proposal would involve using the supply room, receiving area, administrative area and director's office on the main floor and sharing the staff room with Town Hall staff. The Building Committee has not made a decision on this matter.

Shelving consultant

Library shelving consultant, Karen Ribnicky, has completed her work and sent a final invoice of \$6500, which reflects a substantial discount. (All of the information concerning Karen's work and fee was previously mailed to Board members for their perusal.)

Tracy Gionfriddo made a motion to transfer \$6500 from the Trust Fund to the Action Fund in order to pay Karen Ribnicky of Library Display Design Systems for shelving consulting. Brad Milvae seconded. The motion carried.

FRIENDS OF THE LIBRARY: NO REPORT

COUNCIL LIAISON

Council Liaison Christine Fortunato reported that with the passage of the State budget the town of Wethersfield will get additional funds and will not face a deficit. The signing of the library union contracts was delayed because the mayor wanted a meeting where all the councilors could be present to vote on them.

APPROVAL OF THE MINUTES

The [minutes of May 22, 2007](#), were approved as distributed.

QUESTIONS FOR THE LIBRARY DIRECTOR

The tee shirts for the summer reading program were paid for out of the Action Fund, which will be re-imbursed when the Friends of the Library, who are funding the tee shirts, send the payment.

Laurel answered questions on the end-of-the-year financial projections and surplus. Some of the surplus was the result of reduced operating expenses due to delays in re-opening the complete Library. Some monies will be placed in an escrow account for paid leave upon retirement. Some money is for retroactive pay raises. Other money is encumbered for the materials budget. Also there is a savings in the custodial account because the three floors of the renovated Library and more rest rooms are not being cleaned. The custodial staff is contracted for a set number of hours per month. They are doing a high quality of cleaning.

BOARD COMMITTEES

Board Development Committee

Chairman Curtin introduced Clare Meade, who will replace outgoing Board member Karen Mortensen. He thanked Karen for her six years of service to the Library.

Nominating Committee

Tracy Gionfriddo and the other members of the Nominating Committee (Greg Bedula and Howard Greenblatt) met and proposed the following slate of officers for next year:

Greg Curtin - chairman

Polly Moon - vice-chair

Susan Grady - secretary

With no more nominations from the floor, Susan Grady moved to accept the slate from the Nominating Committee as presented. Tracy Gionfriddo seconded. The motion carried.

Other Board Committees

Chairman Curtin announced the re-instatement of the following committees: Financial, Fundraising, and Community Connections. He asked Board members to be thinking about what committees they wanted to be on.

Policies

Paul Courchaine moved to approve the Interlibrary Loan Policy as revised. Greg Bedula seconded. The motion carried.

Tracy Gionfriddo moved to accept the addendum to the Employee Handbook as proposed. Karen Mortensen seconded. The motion carried.

Tracy Gionfriddo moved to provide the Library Director and Asst. Director with the same long-term disability policy as that covering the Town administrative employees. Greg Bedula seconded. The motion carried.

Brad Milvae moved to adopt the salary schedules for 2006-2007, retroactive to July 1, 2006, to cover all Library employees. Greg Bedula seconded. The motion carried.

Greg Bedula moved to adopt the salary schedule for 2007-2008, effective July 1, 2007, to cover all Library employees.

Tracy Gionfriddo seconded. The motion carried.

At 7:45 Greg Bedula moved to go into executive session to discuss personnel issues. Tracy Gionfriddo seconded. The motion carried.

At 7:45 Laurel Goodgion and Liz Kirkpatrick left.

At 8:00 Paul Courchaine moved to come out of executive session. . Tracy Gionfriddo seconded. The motion carried.

At 8:00 Greg Curtin moved to adjourn. Greg Bedula seconded. The motion carried.

Respectfully submitted,

Susan Grady
Secretary