

Wethersfield Library Board Minutes of September 25, 2007

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

Member absent: Greg Bedula

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

Others present: Donna Brown of the Friends of the Library

CALL TO ORDER

Chairman Greg Curtin called the meeting to order at 7:00.

PUBLIC COMMENT: NONE

ADDITIONS TO THE AGENDA: NONE

RENOVATION

Paul Courchaine reported on the Building Committee meeting that he attended. The committee is still receiving a budget report consisting of a general fund allocation sheet, not the detailed budget that members requested. There are \$60,000 left for any change orders until the end of the project. A change order of \$25,000 was approved. This leaves \$40,000 for any further change orders.

The Library Board does not feel the Library equipment budget should be charged for storage costs. They should come out of a contingency fund. Joe Coombs, Building Committee chairman, asked for the Library's remaining expenses, which he will communicate to Bonnie Therrien, town manager. The Library definitely needs money for shelving and meeting room furniture.

Joe Coombs and Mike Turner will attend the Library Board's October meeting.

Laurel Goodgion distributed a list of "Equipment and Furnishings Needed for the Library." Polly Moon suggested that the list be put into an Excel document.

Bonnie Therrien requested a summary of the Library's supplemental funding. Laurel distributed a list of donated funds, most of which are earmarked and directed to a certain use as requested by the donors.

Liz Kirkpatrick reported that workers are cleaning the exterior of the building to see where bricks need re-pointing. The southeast corner is not as sound as other areas and will need work. Skylights are due to be shipped on the 29th. The new stairway is constructed.

Laurel showed layouts of the ground floor in preparation for opening the rest of the ground floor to the public. The Library must be ready to do its necessary re-arranging once the main and second floors of the Library become available for the move of departments from Town Hall..

FRIENDS OF THE LIBRARY

Donna Brown reported that the Friends made \$354 on their book sale at the Cornfest. Since storage is an issue, there won't be as many books available for sale at the Craft Fair. She noted that the author workshops were successful. She

reminded everyone about the Friends' annual meeting to be held on Oct. 10. The featured speaker is renowned author Stephen Goddard. She remarked that the Friends appreciate the memberships of people on the Board. She thanked Laurel and Liz for their work in helping to build Friends of the Library membership.

COUNCIL LIAISON: NONE

APPROVAL OF THE MINUTES

The [minutes of August 28, 2007](#), were approved as distributed.

QUESTIONS FOR THE DIRECTOR

A question was raised about a missing figure in an Action Fund dollar amount. \$,531.98 should read \$1, 538.98. Laurel said she would send out a corrected copy of the report to Board members.

Laurel distributed the "Collection Turnover Rate--Fiscal Year 2006-2007." Since a large part of the collection is in storage, the report includes only what was available for loan. The report gives an idea of what is going on in the temporary Library. It is doing a great job considering its limited collection.

ANNUAL BOARD RETREAT

Since the Village Tavern has closed, it will not be available for the Board's annual retreat. Doug Shipman, president of the Wethersfield Historical Society, has offered space in the Rotary Room. With no definite facilitator available or topic of focus agreed upon, it was decided to skip the retreat this year.

At 7:48 Polly Moon moved to go into executive session. Tracy Gionfriddo seconded. The motion carried.

Donna Brown left at 7:48.

Laurel Goodgion and Liz Kirkpatrick left at 7:58. Clare Meade left a few minutes later.

At 8:48 Howard Greenblatt moved to come out of executive session. Tracy Gionfriddo seconded. The motion carried.

Polly Moon moved to award the Director a merit raise of four percent, effective July 1, 2007. Brad Milvae seconded. The motion carried with one dissenting vote.

At 8:50 Greg Curtin moved to adjourn. Howard Greenblatt seconded. The motion carried.

Respectfully submitted,

Susan Grady
Secretary