VILLAGE IMPROVEMENT ASSOCIATION

January 18, 2019

The Meeting of the Village Improvement Association was called to order at 6:35 p.m. on

January 15, 2019 in the Connie Sacco Room of the Main Library by Vice President John Galvin.

Present were Gert Beckwith, Michelle Bernardi, Patricia Donnelly, Joseph Fortino, John Galvin, Charles Gunning, William Heffernan, Curtis Hodgkins, William Lang, Alan Olenick, Susan Walker, Director Colleen Bailie and Assistant Director Catherine Bushman. Absent were Ted Brown, and Mary Malenda. Also present were staff members Lauren Johnson, Taylor LaBarbera and Christine Maisano.

Minutes of December 18, 2018 meeting were approved as printed, by motion of

W. Heffernan, seconded by C. Gunning, and carried.

Director’s Report: C. Bailie: Staff: Andrea Mears is starting in a part time position. Another person will be interviewed tomorrow and a part time person will be leaving in the spring. Budget: We will be over budget at the end of the fiscal year. Electricity costs are higher, Budget packet came in yesterday from City Hall and is due beginning of February. There is a budget meeting in City Hall next week. Security: She is meeting with a member of WH Police Department tomorrow. Fundraising: There is one sponsor for golf tournament already. Signs for golf tournament will be $200 for 15 signs. Programming: Planning for collaboration with Hamden Library and Southern Conn. State University on a grant for a poetry project. SCSU will pay the costs and it is anticipated to be held in April 2020. Maintenance: emergency lights have been ordered. DVD circulation is down because of Friday and Saturday early closings. She has asked for a meeting with Mayor Rossi but has not heard back.

Assistant Director’s Report C. Bushman has spent a lot of time on the Annual Appeal flyer. READ posters: contact her to pose with your favorite book.

Staff Reports:

Lauren Johnson: doing well with social media. We have a rich collection in our archives and she showed some items from the archives. UCONN Library is collaborating with Conn. State Library Archives Connecticut Digital Archives, known as CTDA.

Taylor LaBarbera: psychic reading with be this Thursday from 5:300-7:30. 30 have signed up already. Yoga will begin on Saturday. Healthy cooking program will be every other month (February program is a one pot meal).

Christine Maisano: Budget is in a negative position. If Main were opened more hours on Friday and Saturday, there would be more traffic. Salaries are on target. Revenue is lower than last year and utilities are way over budget. Repair/maintenance line is up mostly from OM. She is working on 2020 budget and assessing vendor contracts. Cleaning supplies buying has been switched to Cosco rather than buying on line with high shipping costs. Insurance is high and she is trying to get lower costs. She has literature on electric programs which say they are cheaper but is reluctant to sign up without knowing more about them.

Treasurer’s report: C. Gunning,M. Bernardi: We have spent $90,000 more than we have taken in. Director will advise staff to cut back on buying books, $24,000 has already been spent on books this year. Discussion on cutting out fines and having a donation jar or just eliminate fines on children’s books. We anticipate a year end deficit of over $100,000.

Friends of Library: P. Donnelly: thinking about fundraisers Military Whist program, trivia contest. Book sale in spring. Membership is increasing. FOCL is having a Fundraising Expo meeting asking other Friends groups what they do to raise money.

Committees: none

Old Business:

Fundraising update: A. Olenick: golf tournament will be March 30th

Strategic Planning: Director is trying to set up a meeting with Mayor Rossi. City Council has to approve the plan before the $25,000 will be released.

Security Measures Director will meet with member of Police Department Jan. 16th

VIA flyer: A. Olenick VIA 2019 Enriching Our Collection Annual Appeal brochure was reviewed and approved by Board. It will go out to every residence in the City and estimate cost of printing and mailing is $6,000. Give any further corrections to Director and Assistant Directory by Friday.

Budget: Director will work on budget and call a special meeting for VIA Board before it is sent to the City. It will include 1% staff pay increase, increase in electricity and medical insurance.

New Business.

Hours of libraries: After discussion about circulation figures, etc. motion was made by W. Heffernan, seconded by A. Olenick and carried to close both branches on Fridays and increase Friday hours at Main from 10:00 a.m. to 5:00 p.m. The staff at the branches will work at Main on Fridays. By contract staff has to have 3 weeks notice of any hour changes. New hours will take effect on the week beginning February 11th.

Scholarship in memory of Pamela Gardner: Motion by A. Olenick, seconded by W. Lang and carried, a $1,000 scholarship in memory of our late member Pamela Gardner will be given each year to a West Haven High School graduating senior.

Meeting adjourned at 8:35 p.m. by motion of W. Heffernan, second by W. Lang, and carried.

Minutes taken by Gert Beckwith

NEXT MEETING WILL BE TUESDAY, FEBRUARY 19, 2019.