Minutes of VIA Board Meeting 2-20-24

**Attendance**: Bill Heffernan, Gwen Haley, Alan Olenick, Colleen Bailie, Catherine Bushman, Pat Donnelly, Susan Walker, Charlie Gunning, Bill Lang, John Galvin, Curtis Hodgkins, Len Adams, Mary Malenda

Bill Heffernan called the meeting to order at 5:02pm. Charlie made a motion that the minutes of the January Meeting be approved. Alan seconded the motion. Vote to accept were approved unanimously.

**Staff comments**: Amy from the children’s department said that Take Your Child to the Library was a great success. The shadow puppets were great and feedback on the event was excellent. She said that the food-based programs, led by a representative from Shop Rite were a great success. The children love. She said that outreach to the schools continues bringing the Bookmobile to the schools. The children love the book giveaway. She said that 100 new library cards were given at Forest School.

**Director’s Report**: Colleen reported that a new accountant has been hired through Blue Chip Staffing. She said that we are still running over budget. She said that she adjusted the invoices that the ARPA committee has asked for and is hopeful that we will get the funds for staffing soon. She said that 8 staff members will attend that CLA conference from April 29/30.

Colleen said that she has a meeting scheduled with the Mayor on March 4 to discuss the budget.

She said that the ceiling in the Reference Room has chipped paint and needs to be repainted. Because the ceiling is plaster, she would like to have a professional painter for the job.

She said that she thinks we need to figure out a launch party for our documentary which will be airing on PBS in April.

**Assistant Director’s Report**: Catherine reported that she has written several thank you letters in February and that she still has three more boxes to weed through from the LP collection. She said that she has completed ordering magazines and periodicals for Circulation, Reference and Ora Mason. She also reported that she created a four-week schedule changing only the part time staff in order to reduce staff hours.

**Treasurer’s Report**: Charlie said that spent more money than we are taking in and that the $20,000 from the ARPA from the city has not been received. He said that he believes that Colleen will have to take money from the endowment this year. He said that $12,500 has already been taken from the endowment this year.

**Friends**: Pat reported that the Friends will be having a book sale on April 6 with a rain date o April 13. The cost will be $10 per bag of books with the last hour price lowered to $5. She said that they are considering a date in April for Staff Appreciation Day,

**Allingtown Library**: Alan made a motion to consider entering into negotiations to purchase 1 Forest Road and that house that abuts the property. The motion was seconded by John Galvin. The vote to accept was unanimous. A discussion ensued. The building will need some renovations. Possibility that the library will need two floors of the building and perhaps the third floor could be rented. The property on the Post Road will not be sold until the library at 1 Forest Road is completed and functioning as a library. A vote was taken and unanimous approval was granted allowing negotiations to go forward.

**Capital Campaign**: Looking for people to join a committee and point to others who might be willing to join. Looking for pledges.

**New Business**: Colleen said that she has gotten several prices for painting the reference room. The lowest price was $4,900. She also said that new carpeting was needed. Charlie had a motion to accept and Alan seconded the motion. Vote was unanimous approval.

Water has been entering the elevator shaft at Ora Mason. We need to hire someone to provide a sealant which is estimated to cost $4,200. Alan made a motion to go forward and Charlie seconded the motion. Vote to approve was unanimous.

Catherine asked about the scholarships that the library provided. Alan made a motion to give four scholarships of $750 each, Charlie seconded the motion and the vote to approve was unanimous.

The meeting adjourned at 5:48pm.