VIA Meeting

Feb. 15, 2022

Minutes

Attendance: Walker, Malenda, Gunning, Gavin, Lang, Olenick, Heffernan, Adams, Khu, Curtis

Staff: Colleen Baille, Catherine Bushman

City Council Liaison: Colleen, O’Connor

Meeting was called to order at 5 p.m.

Approval of minutes – Motion approved

***Director’s Report*** – Baille

Library will be starting back up slowly with programming in March, limiting the number of people per programs

Masking – may go optional on Feb. 28th depending on what schools do. Staff is uneasy with removing mandates

Budget was submitted on Jan. 1st. Had to increase number slightly because of new predicted medical cost increases

Colleen requested our Quarter 2 COVID funds totalling $14,077

Block grant meeting last week went well

ALA America Rescues Humanities Grant that we applied for was approved. One of 200 libraries to receive grant. It will cover the Summer Reading Literacy Program that we did in the past with New Alliance and increasing services and materials for the Bookmobile. Grant was for $10,000.

Ralph Asschetino looked at the Carnegie building area where we have some water damage. He suggested extending the storm drain pipe so water goes out to parking lot. He suggested having roofer look at where the seams of old and new buildings meet.

Window repair under maintenance.

Patron incidences: the woman she emailed about at end of January still refusing to wear mask and berating staff about it. Name calling and refusing to leave too. Aisha and Sharlene handled it well.

Another long standing patron with mental health issues is skirting the line at this point. He thinks he is being stalked but he is the one who is stalking.

Donations from Savin Rock Museum – Eleanor Estes stuff and possible mural from the front hall

CLA work has ramped up with releasing IF statement condemning reading suppression and freedom to read and getting ready for conference. Librarian staff will have opportunity to attend 1 day conference May 3-4.

***Assistant Director’s Report – Bushman***

Attended the friends meeting on the first where we began to make plans for the spring book sale. Wrote thank you letters to those Friends who donated via usps.

Continued to work on the staff schedules in ADP. She is creating templates to make scheduling more efficient going forward. Created some staff reports to capture their use of different types of their benefit times

Helped with onboarding the new part time staff member: Molly Bohman

Wrote thank you letters to generous donors for the VIA 4th annual appeal. So far we have received $2,815 from 43 donors.

Viewed a few virtual classes to learn about how to report census information for grants.

Attended the CT Libraries & Partners for Digital Equity Meeting

***Financial Reports – Gunning***

$23,000 under budget

***Friends of the Library – Pat***

Budgetwise doing well

Will purchase some extra tables for book sale

Will have in-person meeting in April

***Old Business***

Allingtown Library – 634 Orange Ave. We have to create a plan that will be approved

City has approached us with an offer of land in the Carrigan School complex. Board of Ed is willing us to deed over to us the land, 1 acre or so. Colleen and others walked the property – will pursue – free. 634 Orange Ave would cost a lot to prepare site for construction. Two spots available at Carrigan. We have to see if land would be feasible to build on.

Question on how far land would be from bus route – Tetlow St walk up the hill, Malcolm Rd in back of Carrigan. Build a 1 floor library, ample parking, utilities, water, land would need grading. Colleen O’Connor will ask Abdul how expensive it would be to grade the land.

Boiler - $7700 to replace boiler. Will wait on 2 more quotes.

Capital Campaign Fundraising – hire someone to manage it. We voted to hire someone at a previous meeting. John called DLD president – hasn’t gotten back to John yet. Choice to hire person or company. John will continue to contact DLD.

New Business

Cost of windows - $2685. Motion that we pay to repair library windows for $2685. Motion approved

Scholarship applications should go out soon.

Motion to adjourn – 5:48 p.m.

Respectfully submitted,

Susan Walker, Recording Secretary