VIA Minutes

March 21, 2023

Attendance: Malenda, Hodgkins, Lang, Walker, Gunning, Adams, Donnelly, Haley, Fortino, Galvin, Khu

Colleen Bailie, Catherine Bushman

Meeting was called to order at 5:00 pm

Minutes – Motion was made to accept the minutes and it was approved

Director’s Report – Bailie

Board member Teddy Brown passed. Services will be April 1st at the Congregational Church on the Green. The VIA sent flowers

The accountant position was reposted.

We also have an employee going on maternity leave during summer reading. Colleen wants to make someone temporarily full time to fill the gap at the busy time of year

Melissa will be starting story time at Ora Mason twice a month in April

Have a small workman’s comp case with an employee who fell and hurt her finger. An elderly woman that fell at Ora Mason and is now in rehab for a broken pelvis. Our insurance will cover the amount that Medicaid won’t cover.

Our libraries without borders program has officially been launched. She met with them last week and has another meeting scheduled for Friday. Currently they are surveying staff and would be glad to talk to Board members. Channel 8 came out to talk to her about the program

She should be hearing soon about contract negotiations.

Draft audit report was included in the packets this month. She will put out an RFP for a new auditor soon.

Haven’t seen the FY24 budget proposal yet.

Temp Control system – cost to repair all the problems will be $11,000.

We are due for another meeting between the fire department and the library about Allingtown.

Assistant Director’s Report – Bushman

She completed the Friends of the Library membership report

Weeded books from LP and shelved books that we are keeping

Attended the “Serving Communities” webinar.

Wrote Thank-you cards to donors

Arranged leave of absence with a part time staffer

Did the usual staff scheduling and sent out purchase orders and CLA staff registration.

Attended the zoom FLAG meeting for a special session: Question, Persuade, Refer (QPR) suicide training. This introductory course covered facts surrounding suicide, how to facilitate a conversation with individuals you suspect may be nearing an emotional crisis and how to warmly hand them off to available resources.

She was on vacation last week.

She spoke to Dana Parades, WHHS principal, who will let the VIA to hand out scholarships on Awards Night.

5 scholarship applications received so far/

Staff – Melissa

She is the outreach librarian – started February 6th.

She has done presentations at the senior center and Head Start.

Handing out pamphlets for Digital Navigator Program.

Finance – Gunning

We are in pretty good shape.

Friends – Donnelly

Two book sales coming up

April 15th – Fill a bag book sale 10-3.

March 27th is Volunteer Appreciation celebration

Book Sale at Ora Mason in June. It will be indoors

Working on getting museum passes

Old Business

Allingtown Library

 ARPA funds - $100,00 still designated for the library. Ron Quagliani asked Ken Carney to hold another ARPA meeting. $8500 received so far for Digital Navigator Program.

New Business

Motion – Approval for $11,000 to be spent on temperature control sensors in the Main Library. Moved, seconded. Approved

Motion to go into Executive Session – 5:40 pm

Motion to leave Executive Session – 5:52 pm

Motion to adjourn – 5:53 pm

Respectfully submitted,

Susan Walker, Recording Secretary