VIA Meeting

May 16, 2023

Minutes

Attendance: Olenick, Heffernan, Donnelly, Lang, Hodgkins, Gunning, Bernardi, Haley, Khu, Fortino, Walker – Galvin had technical difficulties

Colleen Baille, Catherine Bushman

City Council woman Colleen O’Connor

Libraries without Borders presentation. Purpose to put resources and services in the community

Partnership Framework – Data Collection, Data Analysis, Program Design, Program Implementation and Evaluation, Sustainability Planning in library

Leads to increase in library services, deepens relationships with community, increased and sustainable access.

Director’s Report - Bailie

Tanartha Smith has been with the library for 16 years accepted a job at another library. Her last day will be June 1st.Her position has been posted

Nick Roy will be the newest FT assistant.

Trying to do all day staff meeting on June 29th – focus on safety,

Received two audit proposals – they were sent out with report

ARPA committee meeting was May 2nd where Dig Nav invoices were approved but Colleen B was in contact with UHY who is auditing all ARPA funds. They had some questions about how our funding works. Asked about our ARPA funding – the library has never been released. Colleen sent letter to City Council to request that we be put on the agenda for 5/22 to formally ask for the funds to be released to the committee where she can then go to the ARPA meeting on 6/6 and ask for some of our funding.

City Council meeting was April 18th, more of the same. Thanks to those who attended. They asked Colleen and Fire Chief some questions about the potential library/fire department and she attended the chief’s meeting the following week.

With regards to the elevator, we are still waiting on KONE to get the software for the part. Mike has been calling once a week to check on the status.

Someone hit the cement pole outside the library a few weeks ago that blocks the gas meter. Mike and Enrique did remove it. Need to put something in its place. Can purchase a small cement barrier to put there that will run 500-1000 or make a small cement wall with cement pavers.

Working towards evaluating what LWB has collected.

Giving Collaborative is looking to speak to 10 more people and have a full report by June on the feasibility of our campaign to see if we can really start moving forward. Colleen and Catherine have been setting up meeting with them for this week and next.

Assistant Director’s Report –

There were 14 applicants for this year’s scholarships. Anonymous scholarship packets were created and sent out to the scholarship committee members. On May 5th She met with Mr. Gunning and Mr. Lang and decided who would be the scholarship winners for this year along with Colleen and Michelle Bernardi sent in their top 7 choices as well. The winners names were sent to on of the assistant principals (Yvonne Corrado). Their scholarship certificates and checks will be printed and given to the students at WHHS on Scholarship Night on May 23rd.

Sent out “Thank you” letters to donors of the Friends and those who gave to the memory of Gloria Weber.

She attended Amanda’s baby shower.

Attended Zoom meeting with Colleen about the Cornerstone project regarding the final project having to do with the library’s collection development policy and library outreach programs such as “Libraries Without Borders”.

Interviewed for a Part Time position as well as the Head of Adult Services with Colleen,

Treasurer’s Report – Gunning

$17,000 deficit. In the end we should be close to the budget. We could take money out of Morgan Stanley if necessary.

Motion to accept Treasurer’s Report – Motion approved.

Friends – Donnelly

Election in June. Book Sale at Ora Mason.

Nominating Committee – Lang

He will present the slate in June to be voted on in September.

Old Business

Allingtown Library

A letter was sent to the mayor requesting foreclosure of land next to our property on the Post Road. Colleen has been to lots of meetings. She met with the Chief and mayor yesterday. Mayor said she would work on Lee for the foreclosure. If no movement is made by 6/23 it would have to start over again. Will do RFP for fire/library – have been working on as fire architect was only authorized for preliminary plans.

New Business

Viewpoint Documentary

Video people would be here for a few days. Could help us get donations from people who never set foot in West Haven. We would have to sign an agreement that we get the rights to all videos, guaranteed that they would air content.

Motion – That the West Haven Public Library System participate in this video project. – Motion approved

Go into Executive Session at 6:01 p.m.

Motion to move out of Executive Session. Approved 6:16 pm

Motion to have the insurance company to handle pending litigation – approved

Motion to adjourn. Approved 6:17 pm.

Respectfully submitted,

Susan Walker, Recording Secretary