**VIA Meeting** **September 12, 2023**

**Atendance:** Bill Heffernan, Lenny Adams, John Galvin, Colleen Bailie, Curtis Hodgkins, Joseph Fortino, Michelle Bernardi, Pat Donnelly, Susan Walker, Catherine Bushman

Bill Heffernan called the meeting to order at 5pm.

Bill Heffernan made a motion to accept the Minutes of the August meeting and was accepted unanimously pending that Susan Walker be added as attending last month’s meeting to the minutes.

 **Director’s Report** – Colleen Bailie

There was a full staff meeting on Friday, August 25. The staff was given Narcan training by the center fire department paramedic. As well as a fire safety training presentation. A test fire drill occurred and the staff all exited the building in an organized and timely manner. Taylor Cordova gave a presentation to the staff of the library’s current online resources. Colleen presented a history of the Allingtown branch library to give especially new staff a broader view of this subject.

The auditor will come to the library November 6, 2023. Thedeed for the fence separating the library and our neighbor on Elm Street is resolved. The Ora Mason fence, which is on city property, was destroyed in part by a patron driving into it. It was completely fixed within a couple of days by the city. There is an issue of a leak in the basement office at Ora Mason. Pipe insulation need to be replaced to stop the leak.

Colleen is attending a NELA panel regarding book censorship in New England. The Regional Digital Navigator program will launch in February 2024. This program will be especially helpful with alleviating communication barriers in various languages. The WHPL was approved for an update to the electrical closet for $85,000 that will be paid for with State Library funding. Colleen continues to search for new funding sources for the Allingtown properties.

**Treasurer’s Report** Michelle Bernardi report the library is in the red, but as the year goes on this will become smaller each month. The quarterly allotment from the endowment may be deposited next month. There was a discussion regarding the Digital Navigator funds being held by the city. Digital Navigator funds can be used toward staffing if needed. The library will pay $13,000 for the company that paved the Main library’s parking lot so that they can get paid in a timely manner. The city will reimburse the library when they are able. The CDBG cost of the paving project was approx. $37,000.00 for a total of $51,000. Colleen is asking the staff to do a traffic survey to see if more or less hours are needed at the two current locations.

**Old Business** There was discussion regarding Allingtown Foreclosure to the property lot 668. The Allingtown Chief had a meeting with UNH to see if the land purchase across the street was viable. The situation is currently status quo.

**New Business**

The Friends will be having the book sale on the rain date of September 16. The two requests to fund programs were approved for $550.00. The current Friends balance is: $10,500. The Friends are in discussions to have a members only event in the near future. The Friends bank signers are now up to date with the names of current members.

There was discussion for having an EV charging station as a service to the public at each library location. Further investigation will be needed for this to be viable.

There was discussion regarding the Giving Collaborative contract. Colleen will send out the contract to the VIA members and make a decision about hiring them for the next meeting.

Michelle Bernardi made a motion to begin investigating for a staff holiday party. Pat Donnelly second. All in favor.

Bill Heffernan made a motion for the Board to go into executive session.

Executive session was entered at 5:31pm. Executive session ended at 5:35pm

A motion was made by Bill Heffernan. John Galvin moved. Michelle Bernardi seconded.

Bill moved to end the meeting. Susan Walker seconded

The meeting was adjourned at 5:40pm.

Respectfully Submitted,

Catherine Bushman, stand in Secretary.