

## VIA Board Meeting

10-17-2023

**Attendance:** Charlie Gunning, Patricia Donnelly, Curtis Hodgkins, Bill Lang, John Galvin, Colleen Baille, Bill Heffernan, Gwen Halea, Elaine Khu, Joseph Fortino, Alan Olenick., Mary Malenda, Catherine Bushman.

Bill called the meeting to order at 5:03pm. He made a motion to accept the minutes of the September meeting. Charlie seconded the motion and the minutes were accepted unanimously.

**Director's Report:** Colleen reported that the staff have voted and approved the contract. She said that she and Andrea are looking at items that may have been inadvertently charged to incorrect lines. She said that Allingtown is status quo at the moment. She said that Libraries Without Borders are willing to retrofit our van into a real bookmobile. A documentary will be filmed on Thursday 10-19-23 between 11am and 7pm. There will be several groups in the library during that time including Story Time at 11am, teen cooking at 3:30pm and Scouts at 6:30. The film is expected to be out in December or January. She recently attended the New England Conference of Libraries and was asked to chair the Intellectual Freedom Committee. She said that most of the meetings are virtual so it wouldn't be too time consuming. Colleen said that she will be finalizing the state report this month. She said that although they are seeing increases in attendance, the stats are still not at pre-pandemic levels. She said that a definite push will be needed next year to increase the number of library card signups.

**Assistant Director's Report:** Catherine reported that she has almost completing weeding the books from the Allingtown Library. She said that she wrote a recommendation for a staff member who will be attending college in order to get her MLS. She said that four or five staff members are currently taking classes in order to attain their MLS. Catherine reported that she will be on the Head Start Policy Council at the West Haven Community House. She also reported that she is now the President of the Ward Heitman House and that the fire department will be putting a tarp on the roof.

**Treasurer's Report:** Charlie reported that we are currently \$37,000 over budget. This is largely the result of high legal expenses. The \$15,000 in ARPA funds is expected to be coming soon. Bill made a motion to accept the Treasurer's report, Pat seconded the motion. Treasurer's report was approved unanimously.

**Friend's Report:** Pat reported that the book sale was great and generated \$1215. She said that there would be a "meet and greet" at Lorenzo's on Saturday 10-21 from 2-4pm. Alan said that between 2016 and the present, the Friends have raised \$36,000 for the library.

**Old Business:** There was a discussion about the Allingtown Library. There will be less red tape if the cost is under \$10,000,000. If we are able to get the adjacent land, we will be able to have a single floor which should be under the ten million.

**New Business:** Colleen said that the librarian at Ora Mason said that the staff feel that the chairs that they have are not comfortable. They would like to have several new chairs. Alan made a motion to approve the purchase, not to exceed \$1500. John seconded the motion.

The Giving Collaborative is hoping to raise \$2,000,000. The campaign is expected to take approximately a year and a half. Alan made a motion to approve the contract. Bill seconded the motion. Alan proposed an amendment which would create milestones. Bill seconded the motion. The amendment was approved unanimously. Alan proposed naming Lenny Adams to oversee the campaign. John seconded the motion and it passed unanimously.

We entered executive session at 5:37pm and exited the session at 5:50pm.

Charlie made a motion to approve salary increases for Colleen and Catherine, Alan seconded the motion and it passed unanimously. Alan made a motion to approve the contract with Local 393, Bill seconded and the vote was unanimous.

Colleen said that she had been approached with an offer to install one electric car charging station at each library. There would be no charge for installation. We can set a rate that would cover the increase cost of the electricity. A discussion ensued regarding the extent of the installation – digging up parking etc. The decision was tabled until the next meeting in order to explore costs.

John made a motion to adjourn. Alan seconded the motion and the meeting ended at 6pm.

Respectfully Submitted

Mary Malenda