Village Improvement Association

November 17, 2020

Minutes

Attendance: Olenick, Gavin, Bernardi, Fortino, Heffernan, Gunning, Malenda, Lang, Donnelly, Walker, Hodgkins

Colleen Baille, Catherine Bushman

Meeting was called to order at 5:00 pm

Minutes – Motion to approve – approved

**Director’s Report** = Baille

As of Monday, rolled back to appointment only. Custodian was on quarantine because his wife tested for Covid. Received laptops and hot spots to lend out. She turned in the state report numbers were down but that was to be expected. Received grant to clean carpets, furniture, etc. Check went to City Hall again, haven’t received the check from them yet.

One time payment for the two retirees. Applied for some additional small grants. Draft of audit report will be sent out for our next meeting. Auditor will be present at the next meeting. Focus groups will be meeting – City Council, Staff, VIA Board, public groups.

Piantino fiction collection is on the shelves. Still can’t find location in Allingtown for the library.

Putting up an Awning outside of the office window. This is to shelter staff for winter and rain when having people pick up materials. It is retractable.

Urban Library Grant - $65,000 – for cleaning. Governor is aware that funds are being held up in City Hall. Talked about getting a professional cleaning service to come in on a regular basis. Question if we should furlough staff, but have work for them to do, organizing Piantino collection.

**Assistant Director’s Report** – Bushman

She has been working on the design for the mailings. Making sure that the staff is doing okay, nervous about Covid.

**Treasurer’s Report** – Gunning

 Haven’t made donation from endowment yet. Colleen purchased a year’s worth of cleaning supplies with the grant. Motion to accept treasurer’s report – made by Heffernan, seconded by Olenick. Motion passed.

**Friends** – Donnelly

Book Sale went very well – steady stream of customers.

State is offering the annual training session

**Old Business**

Piantino update – Reached out to attorney about properties for sale in Allingtown. Haven’t met with City Council in awhile. Library cannot afford to pay rent. Should find out what they are talking about in terms of rent. What would be construction costs to build a new facility. Fenwick building is in bad shape, has not been used in 20 years. Land behind Quigley Stadium – it would be a new structure.

Library Assessment – Continuing to collect surveys. Urge people to fill them out. Assessors will meet with City Council. Would like 500 responses. Send out postcards to urge people to respond to surveys. Cost of Postcards $1787.

Everybody Learns – Purchase new lounge chairs, tables for meeting rooms, new conference and boardroom furniture, the awning, plexiglass and cleaning supplies.

**New Business**

Christmas Party – can’t do in person. Give staff gift cards to restaurant equal to the cost of a dinner.($25) Motion – In lieu of staff holiday party – fund gift cards for the staff to be determined by the director. Give them the choice of about 5 places. Motion carries.

**Executive Session**

December 3rd – 5:00 pm – VIA Board will meet with assessors.

Bill Lang – Motion to adjourn – 6:09 pm

Respectfully submitted,

Susan Walker, Recording Secretary