**VIA Board Minutes 11-21-23**

Present: Bill Heffernan, Charlie Gunning, Alan Olenick, Patricia Donnelly, Catherine Bushman, Colleen Baille, Mary Malenda, John Galvin, Bill Lang, Gwen Haley, Susan Walker, Lenny Adams, Joe Fortino

Bill called the meeting to order at 5:04pm. Bill made a motion to accept the minutes of the October meeting, Charlie seconded the motion and the vote was unanimous.

Director’s Report: Colleen reported that we were about $39,000 over budget at this point. Legal expenses and repairs on the building account for most of the overrun. She reported that the Auditor was in om 11-6-23 and had lots of requests for information. She said that she discovered that the auditor was not paid for his work last year so that resulted in an extra $9,500 in expense on the budget this year.

Colleen said that she did not receive the check from the city in time for the payroll and she had to borrow money from the special account to cover. She said that she spoke with our liaison to the Mayor’s transition team about the library and discussed past concerns and how things have been done. Colleen said that she spoke about the importance of getting our check on time each month, and being 1.5% of the city’s total budget and requested more open communication with the mayor’s office.

Assistant Director’s Report: Catherine reported that she is almost finished with weeding out the books from the Piantino branch. She has sent out magazine subscription lists to department head for review. Catherine said that she has been working on the staff schedule regarding changes to the part time schedules for the end of December

Melissa – the bookmobile driver reported that since Washington School has moved to Meloy School during the construction of the new Washington School. Meloy School does not have a library but since she was able to take the bookmobile to their facility 190 children have signed up for library cards. She will go to the school once a month. She is also taking the bookmobile to the VA and WHEAT.

Taylor- Head of Adult Services reported on the changes within the circulation department and weeding projects that are being done.

Charlie made a motion to take $12,500 from the Morgan Stanley account. Vote was taken and the motion was approved unanimously.

Friends of the Library: Pat said that they had a good turnout for the Meet and Greet at Lorenzo’s. They will be doing a new fundraiser “Light Up the Library” next month.

New Business: Colleen said that she would like to send Shannon to the Library Conference in Washington DC in March. The cost would be $2,000. Alan made a motion to approve spending the $2,000. Charlie seconded the motion and the vote was unanimous.

The meeting adjourned at 5:32pm.