VIA Minutes

November 15, 2022-

Attendance: Khu, Adams, Gunning, Hodgkins, Malenda, Heffernan, Lang, Olenick, Fortino, Donnelly, Walker

Staff – Bailie, Bushman

Motion to accept the minutes as amended – adding Alan Olenick to attendance. Motion passes

**Director’s Report – Bailie**

Colleen had staff meeting on Friday, November 4th.

Maria Tonelli was hired on as new Branch manager at Ora Mason and will start on November 28.

Colleen in interviewing for a new outreach librarian. We need to hire part timers

Patron traffic increased in 2022. First 3 months equaled all of 2021.

Circulation dept. – having a wreath program – already full

Traveling Toys library will begin in the Graham room at 1pm on Nov. 17th.

Property issue between the library and our neighbor being handled by our lawyer

CIF application is in its first round Colleen will apply again.

Pamphlet for the capital campaign was ordered to be printed

Challenged books have increased in CT. We are making 2 changes in WHPL material selection policy

Two bids on the parking lot here

Colleen will send a letter to Dolly Parton to ask if the library can submit an application for an award.

**Assistant Director’s Report – Bushman**

Helped onboard three new part time employees

Assisted Colleen with the Ora Mason manager interviews

Sent out information to staff of everyone’s phone numbers that are now on the staff shared drive

Arranged for the Annual VIA Staff dinner to be at Apps pm Friday, Dec. 2nd. It will be a buffet.

Worked at Ora Mason with Susanne Delima and Amy Sullivan. Ordered materials for November and December programs

Attended the Assistant Director’s Roundtable where we mostly discussed how to address how to prevent staff burnout for Assistant Director’s station. Totalcare EAP was mentioned by some of the AD’s. Some recommended “Burnout” by Emily Nagoski as a good read.

Working on updating the collection policy to address the evolving book challenge issues in CT.

The copy machine at Ora Mason was repaired and now prints without jams

**Treasurer’s Report – Gunning**

Took in $533,000, spent $516,944 - $16,773.63 left

**Friends – Donnelly**

Comedy Night made $500

Open meeting – “A Night in the Stacks” fundraisers – in person meetings with speakers

New Friends pins for $10

**Nominating Committee** – Lang

Motion to accept Gwen Haley as a new VIA Board member” Motion passes

Allingtown – nothing new

**New Business** –

December 24th – Motion to close on that day – Motion passes

Executive Session – 5:30 pm

Out of Executive Session – 5:36pm

Motion to adjourn – 5:37 pm

Respectfully submitted.

Susan Walker, Recording Secretary