VILLAGE IMPROVEMENT ASSOCIATION

July 17, 2018

The Meeting of the Village Improvement Association was opened at 6:35 p.m. on July 17, 2018 in the Connie Sacco Room of the Main Library..

Present were Gert Beckwith, Ted Brown, Patricia Donnelly, Joe Fortino, John Galvin, Charles Gunning, Curtis Hodgkins, William Lang, Mary Malenda, Susan Walker, Director Colleen Bailie and Assistant Director Catherine Bushman. Absent were Michele Bernardi, Pamela Gardner, Joe Fortino, William Heffernan, John Lewis, and Alan Olenick. Also present was staff member Lauren Johnson (tech).

Minutes of June 19, 2018 meeting were approved as printed by motion of W. Lang, seconded by C Hodgkins, and carried.

Director’s Report: C. Bailie: Staff changes: Julia Dandio (children’s librarian) has given her notice. Budget: black and white photocopies will go up in price on August 1st from 15 cents to 20 cents per page. Staff has been advised of change in hours beginning Sept. 7-8 there will be half day opening on Fridays and Saturdays (10 a.m.- 2:00 p.m.) Christine found some outstanding invoices from last fiscal year and is taking care of them. Two Sacco scholarship winners have come in, had photo taken and received the checks. Third winner’s phone has been disconnected. Director will write to her giving her a~~m~~(n) end date and, if she does not respond, the award will be given to another person. Read(y)~~ing~~ for grade has between 60-65 attending. Teachers working with individual students program is working out well. Kym’s summer read program has double the number of children from last year. OM: fiber network ~~is down and expected to be fixed~~ installation will be finished within two weeks. LP was closed one day because of air conditioner problem. Colleen was elected President of LION. A new company, LS&S, is trying to take over and run libraries more economically and efficiently, which means without unions and librarians with degrees, etc. They are working in California and Texas and moving East. Fund raising committee has met and is working on having a “cow chip raffle” tentatively on October 20th to include harvest festival with bake sale, food trucks, children’s games, etc. Cost is $25 per square with $500 to winner with 100 squares where the cow will “wander around”.

Assistant Director’s Report C. Bushman attended kindergarten registrations at West Haven schools when children get library cards and the teachers get “teacher cards”. Worked on Friends membership renewal and is sending “thank you” notes.

 Staff Reports:

Lauren Johnson talked about the weekly newsletter on library events which she is doing and also sending info out on Instagram.

Treasurer’s report: C. Gunning: we were $58,975 over budget; the staff bonuses amounted to $50,000. That amount will show in balance sheet that it did not come from City funds. Today’s General Fund balance is $175,629 and Special Funds balance is $78,114. Motion to accept report made by W. Lang, seconded by P. Donnelly, and carried.

Friends of Library: P. Donnelly: Membership mailing for new fiscal year was done. New members will be asked “what will you do to help the Friends?” Fundraising committee is discussing a dinner or a trip. Friends gave WHPL just under $6,000 in last fiscal year for programs and museum passes, etc.

Old Business:

Signs outside the libraries. OM sign is up and looks good. Main sign was discussed but no action was taken because of financial reasons. LP will wait until we know more about the building which is going to be built in front of LP. Matter tabled.

New Business.

Our informational brochures will be sent to Council persons and they will invited to join the Friends.

Board members absences. W. Lang (Nominating Committee) will write to John Lewis thanking him for his service and assuming that he does not want to continue on the Board.

Board went into Executive Session at 7:55 and returned to Open Session at 8:20.

Motion made by J. Galvin, seconded by C. Gunning and carried to make the following staff changes. ~~Head of Adult Services position will be changed to Head of Users Services and will include supervision of those in Reference Department. Reference librarian position will remain vacant and new position of Reference Assistant will be created. Children’s assistant will be changed to Children’s Associate. The Director has the authority to set the salary for these positions.~~

User Services Librarian position will be changed to Head of Adult Services and will include supervision of staff in Reference Department. Reference librarian position will remain vacant and new position of Reference Assistant will be created. Children’s assistant will be changed to Children’s Associate. The Director has the authority to set the salary for these positions.

Meeting adjourned at 8:25 p.m.

Minutes taken by Gert Beckwith

NEXT MEETING WILL BE TUESDAY, August 16 AT 6:30 P.M.