

VILLAGE IMPROVEMENT ASSOCIATION

October 17, 2017

The Meeting of the Village Improvement Association was called to order by President Ted Brown at 6:35 p.m. on September 19, 2017 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, Alan Olenick, and Susan Walker, Director Colleen Bailie and Assistant Director Catherine Bushman. Absent were: Michelle Bernardi, Pamela Gardner, William Heffernan, John Lewis, and Mary Malenda. Also present were staff members Aisha Banks, Josy Minchella and Maria Zervos.

Auditors' Report Michael Solakian of Solakian & Company LLC reviewed the financial statements for the years ended June 30, 2017 and 2016 and the tax returns for 2016. Good news. Positive cash flow, expenses held the line or decreased. There are no major accounting pronouncements which will affect us this year; but some are coming in 2019. The 990 will not be changed in the near future. He thanked the staff, especially Josy Minchella, all the records are in good shape. Motion to accept the reports as printed made by J. Galvin, seconded by B. Lang, and carried. Mr. Solakian left the meeting at 6:55.

Minutes of September 17, 2017 meeting were approved as printed by motion of C. Hodgkins, seconded by C. Gunning, and carried.

Director's Report: C. Bailie: Personnel: Interviews were held but no one hired for the position. Tanarah Smith will return from her maternity leave on a part time basis on Oct. 17th. New form was developed for staff to report on what was learned at round-table or other learning experiences to share with staff. Bob Amato submitted his retirement papers effective Jan. 1, 2018 (after 22 years). Tentatively the holiday party (Dec. 29th?) may include a retirement celebration for Bob. Budget: we are OK for this month. Veterans Day is Saturday Nov. 11; it is a holiday for staff so libraries will be closed Friday Nov. 10th and Saturday Nov. 11th. New delivery system is going well. 110 people attended the Savin Rock program (all our chairs were used and then some!!!.) She is getting quotes on Main parking lot and will look to the City for money as it was approved as CDBG grant. Air conditioning unit at Main had a problem; it is under contract with service agreement for maintenance. She is getting quotes for signage for Children's Dept, Teen Area and Reference Room; Friends will pay for these signs. Big Read (book read by entire community) she will apply for grant for this in 2018 and have program in 2019. Book will be about Vietnam war. Final walk through for OM will be Oct. 18th. Program will be held on Dec. 14th to celebrate the elevator and other renovations. Elevator cannot be used until we get the official Certificate of Occupancy.

Staff Reports: C. Bushman: art work on walls by 3-5 year olds at West Haven Child Development Center "look out your window and paint what you see". There are 50 pictures; 25 on wall of Sacco Room and 25 will be on walls at OM. She worked on patron issues, ordered business cards for new librarians and developed a new brochure for Friends' membership.

Aisha Banks: requests for use of rooms on the rise; meeting room only holds 30. More UNH students coming to use meeting room as a quiet study space. More space is needed. Excellent team of volunteers coming in regularly. Person who defecated in elevator came back; restrooms are now locked and he has been banned from library. Person came into the lower level when gate was opened and was found sleeping down there. ESUMS is very near LP; she has contacted principal and will visit and talk about programs, tutoring, etc. Aisha, Colleen and Julia will attend New Alliance Foundation program on Oct. 24th.

Josy Minchella: is catching up after audit.

Maria Zervos: Patrons are curious when construction will be done and elevator can be used. Haley 1st grade students came to visit and will come again. Major weeding done in children's area. Old children's books were found and there will be a rotating display of these old children's books near the elevator, including books by Eleanor Estes. Adult programming is being coordinated by Aisaha, Sara and Maria. OM needs a very visible outdoor sign; she will bring in ideas for next month's meeting.

Treasurer's report: C. Gunning: we made go over budget on medical insurance. First 3 months budget is under \$14,600. We are in good shape. Motion to accept report as presented made by A. Olenick, seconded by J. G Alvin, and carried.

Committees: none

Friends of Library: P. Donnelly mailed out 36 renewal requests notices. Friends sponsoring a fundraiser raffle selling tickets for \$1, 6 for \$5 to win new Dan Brown book Origin. 3 raffles one each at Main, LP and OM.

Old Business:

Allingtown branch: Group met with Corporation Counsel who thought Senior Center was renting from library. Colleen will follow up but probably nothing will happen until after elections.

Ora Mason Branch C. Bailee Re-opening party tentatively scheduled for Dec. 14 4-8 with a magician and light refreshments and using the children's art work. State representatives and elected officials will be invited and postcards sent to neighbors. Motion that we approved the re-opening celebration and fund it up to \$1,500 using money from Morgan-Stanley account made by C. Gunning, seconded by B. Lang and carried.

New Business

Holiday/retirement party tentatively scheduled for Dec. 29th

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

Meeting adjourned at 8:25 by motion of J. Galvin, seconded by A. Olenick.

Minutes taken by Gert Beckwith

NEXT MEETING WILL BE TUESDAY, NOVEMBER 21, 2017 AT 6:30 P.M.