VILLAGE IMPROVEMENT ASSOCIATION

September 18, 2018

The Meeting of the Village Improvement Association was called to order at 6:35 p.m. on

September 18, 2018 in the Connie Sacco Room of the Main Library by President Teddy Brown.

Present were Gert Beckwith, Michelle Bernardi, Ted Brown, Patricia Donnelly, John Galvin, Curtis Hodgkins, Mary Malenda, Susan Walker, Director Colleen Bailie and Assistant Director Catherine Bushman. Absent were Joe Fortino, Pamela Gardner, Charles Gunning, William Heffernan, William Lang, John Lewis, and Alan Olenick. Also present were staff members Aisha Banks, Taylor LaBarbara, Christine Maisano, Kym Powe and Maria Zervos.

Minutes of August 21, 2018 meeting were approved as printed, by motion of

M. Malenda, seconded by M. Bernardi, and carried.

Director’s Report: C. Bailie: Staff changes: Joyce Gagnon’s position will be posted. Eight responses to the staff survey have been received back. Auditor was here Sept 13th; the full report will be in hands of Board in November or December. The Amato books are coming in, there will be a display, newspaper articles, etc. in December. Our computers are new but the system running the HVAC is old (25 years). Two weeks ago (during hot spell) the computers stopped functioning. Quotes will be obtained. As President of LION, Colleen is doing strategic planning. Kim and Colleen will attend the New England Library Association conference (NELA) in Rhode Island in October. She is working with SCSU on a possible internship to work with homebound children.

Assistant Director’s Report C. Bushman: working on staff schedule with new reduced hours. Monthly brochures for children/teen programs is in new calendar format for easier reference.

 Staff Reports:

Aisha Banks: heat wave affected the building. Elevator did not work for a week. Building no longer has a security worker. There were lots of programs in August - 179 children attended and 57 adults. She has met with University of New Haven librarian and lots of their students are coming in.

Taylor LaBarbara: (Reference Assistant) is working on getting programs up and running. They are making a new reference section for people to look at when they are off the computers with info on programs of the library.

Christine Maisano: auditor came in; procedure was smooth and he made some suggestions. Department heads were given their budgets on monthly basis. No sales yet for October fundraiser.

Kym Powe: and for Amanda Welsh. Library-schools collaboration: 3 media specialists have contacted her; there will be a library presence at Savin Rock School literary night and Pagels School Book Fair. Five third grade classes are coming to visit. West Haven Child Development will make monthly visits. A blast will be sent to first grade teachers

-2-Sept. 18, 2018

 to come for a visit.

Maria Zervos: August was a good month with increased circulation and good foot traffic. Cooking class and crafts went well. They are working on children’s room, weeding and re-cataloging. An open house will be held in December for Joyce’s retirement. Elevator is working OK and lights were replaced.

Launchpad demo: Kym and Colleen attended Conn Library Association meeting and were impressed by Playaway Launchpad tablets which are preloaded, age related, audio books with between 1-15 apps. They are only sold to school libraries and do not require wi fi. They range in price between $99 and $159 each (higher price is for older kids). If we order them, they will remain in house for now and later circulate. We could publicise our purchase of them, tell Board of Education, have newspaper article, etc. Company suggests starting with 30 (15% discount). Discussion moved to New Business

Treasurer’s report: M. Bernardi: all is good

Friends of Library: P. Donnelly and G. Beckwith: Book sale Sept. 7th and 8th. was successful with profit of $1,867 with more books than in past years. We may have more sales this coming year. Thanks to all who helped, including the staff who had a bake sale (headed by T. Smith) which made a profit of $143. Many people helped pack up the books which were taken out in 3 shipments of a total of 86 boxes. Thanks also to Terrill for all his help.

Old Business:

Fundraising: Comedy night on Oct. 20th. St. Lawrence School was unable to host the event. City will charge us $800 for Savin Rock Conference Center and would not give us the space for cost. Event will be postponed until a new venue is found. We could have small events at the library, - adult escape room with open house, a D.J., raffles etc.

Strategic Planning: Director: Board will be sent a survey, similar to that which was sent to the staff.

New Business.

Furniture: Director: wooden chairs at Main are falling apart and could create a safety hazard. She would like to purchase 15 more wooden chairs for a cost of $2,300 from capital expenses. After discussion, motion by M. Bernardi, seconded by M. Malenda, and carried to purchase the 15 chairs for a cost of $2,300 taken from capital expenditures.

Launchpad: after discussion, matter was tabled until October meeting for more information on specific prices, target ages of children and how tablets will be distributed between the 3 libraries.

Meeting adjourned at 8:30 p.m.

Minutes taken by Gert Beckwith

NEXT MEETING WILL BE TUESDAY, OCTOBER 17 AT 6:30 P.M.