

Willimantic Public Library Board Minutes

Date: August 25, 2015

Attendance: Board: Judd Ayer, Chair; Delia Berlin; J. Drusilla Carter, Director; Olga Ezis; Merle Potchinsky; public: Roger Morin, Tom Markland

Call to Order: Chairman Ayer called the meeting to order at 7:02 pm. The Board honored Mary-Lou DeVivo's memory and service with a moment of silence.

Citizens and Delegation: Roger Morin came to provide positive feedback about the renovations and computer classes. He is interested in getting a sense of where the library is going in this time of budget constraints. He is hopeful for continued computer upgrades and more training opportunities and asked about where archival material is going as library material is being deaccessioned. Judd explained that material may be digitized or brought to ECSU's library archive which has proper environmental controls for preservation. Mr. Tom Markland joined the meeting as the board discussed the Director's report.

Minutes: The June minutes were reviewed. Olga Ezis moved to accept the minutes as written and Merle Potchinsky seconded motion. Minutes approved as presented.

Reports: The Director's report was reviewed. Discussion of security guard payment delays ensued. With personnel turnover in the Town's Finance Department, certain items fell through the cracks. Director Carter has remedied the issue with payments, as invoices had been sent to them and proper payment will be sent by the Finance Department to the security company tomorrow. The Library had been without a guard for a week but no serious issues arose in that time. Guards will return next week.

With the full complement of staff in place, school year hours will resume after Labor Day.

Gail reported about summer activity in the Children's Department. She coordinated activities with Karen Ravenelle-Bloom in Memorial Park. The reading program targeted children at the local Windham day camp which helped to increase awareness about the program. As of today, the number of children who have signed up for the program increased to 292.

Old Business: The contract for the renovation grant funding has been signed by the State. Because these are State funds, there are specific State protocols that must be followed for establishing RFPs. Director Carter will go through the fine print of the contract and address issues as required. One requirement is to have an 8 foot long sign outside of the building and this library does not have that kind of space available to post a sign so alternatives will be sought. It is expected that the RFP will be made public by mid-September and then it will take 60-90 days to identify and engage a contractor.

New Business: Chairman Ayer spoke with Mayor Eldridge about the need to fill slots on our board so that is on the Mayor's agenda.

The board agreed to change the date of our next meeting to 7 pm Tuesday, September 29, 2015 to accommodate Jewish Holiday observance.

There was discussion about finding more musical entertainment for mid-day performances. Continue to tap UConn and ECSU students, perhaps Windham Theater Guild skits and Jazz in the Garden sponsor, Barbara Gibson. The Director will contact the Windham Arts Collaborative to see if they might suggest artists as well. All were charged with helping get the word out.

Other matters as may come before the Board: None

Adjournment: The meeting was adjourned at 7:40 pm

Respectfully submitted by Merle Potchinsky, Co-Secretary