

**LUCY ROBBINS WELLES LIBRARY
BOARD OF DIRECTORS MEETING
MAY 11, 2009**

BOARD MEMBERS IN ATTENDANCE

Anna Eddy, Judy Igielski, Richard Jaworski, Iris Larsson, Maureen O'Connor Lyons, Eric Rothausser, Neil Ryan, Diane Stamm, Trudie Walker, Sue Wright

BOARD MEMBERS ABSENT

Paul Crosswaith, Marie Dowling, Dennis Doyle, Tony Palermino

STAFF

Marian Amodeo, Library Director
Lisa Masten, Assistant Library Director
Gail Whitney, Secretary for the Board

TOWN COUNCIL LIAISON

Kris Nasinnyk

TOWN COUNCIL LIAISON ABSENT

David Nagel

FRIENDS MEMBER

Natalie Harbeson

GUEST

Chris Bradley

CALL TO ORDER

The meeting was called to order by Maureen O'Connor Lyons at 7:05 PM.

I. ROLL CALL

II. SECRETARY'S REPORT/COMMUNICATIONS/MINUTES

Anna Eddy stated that in the minutes under the Fund Development report, it should read that Anna obtained materials from a seminar she attended on Board Profiles, and she gave a copy of those materials including a worksheet, checklist, and conflict of interest statements to Neil Ryan for the PEP Committees information. **MOTION: Judy Igielski made a motion to accept the minutes of the regular monthly meeting of April 13, 2009 as amended with Anna's comments, Diane Stamm seconded the motion, and the motion to accept the minutes of the regular monthly meeting of April 13, 2009 as amended with Anna's comments was unanimously approved with an 11-0 vote.**

Judy reported that she recently saw a mutual friend of hers and Marie and this person spoke at length about what a wonderful person Marie is. He stated that Marie's 39 years with the Library Board is a great testament to her dedication, and that she is a visionary. He was sorry that he missed the party on Friday evening, but he wanted to make sure that he shared with Judy his fondness for Marie.

III. PUBLIC PARTICIPATION

There was no Public Participation.

Maureen introduced new Board member Richard Jaworski and the Board went around the room and introduced themselves.

IV. TREASURER'S REPORT

Iris stated she has paid a lot of bills this month and had to tap into the Everbank account. She is having some issues with Bank of America and would like to meet with the Investment Committee after the meeting tonight to discuss these issues.

V. LIBRARY DIRECTOR'S REPORT

Marian reported that the Library continues to be busy; there is a program tonight called “Finally Thin – How I Lost Over 200 Pounds” and the line was out the door of people attending this program. She also passed out brochures on a series that Diane Durette has put together on job searches. This will take place from June through September.

The June/July/August Footnotes newsletter will be eight pages and filled with information on many, many summer programs.

Marian told the Board that they had a copy of a Newington Life editorial in their packets. The Library has been receiving a lot of favorable press lately.

As stated in Marian’s monthly report in the Board’s packets, statistics continue to rise in all areas.

VI. ASSISTANT LIBRARY DIRECTOR'S REPORT

Lisa reported that the summer reading programs will begin with the Adult registration on June 11th. On June 13th all ages can register. Sign-ups will take place in the upper Town Hall parking lot, along with a Parks and Recreation Touch-A-Truck event.

VII. FRIENDS OF THE LIBRARY

Natalie Harbeson reported that the book sale did very well grossing over \$21,000; the net amount will be reported at the June meeting. The Friends Annual Meeting is scheduled for April 10th and Mike Kachuba will be the guest speaker. The Friends will be marching in the Memorial Day Parade with the Children’s Department and all Friends of the Library are welcome to march along.

VIII. COMMITTEE REPORTS

A. PEP (Planning, Evaluation, Policy)

1. Introduction of New Board Member Richard Jaworski

Neil once again introduced Richard Jaworski and stated that the Library Board is very happy to have him.

B. Investment Committee

Eric stated he had no report.

C. House Committee

1. Report on Meeting

Diane reported that she worked with Lynn Caley on the list of items from the walk-through. Diane complimented Lynn extensively to the Board on Lynn's knowledge and helpfulness. Items on the list include the sign out front, the front door, reupholstering chairs, and the bridge in the Children's Room. **MOTION: Diane Stamm made a motion to allocate up to \$5,000 for the renovation and refurbishment of furniture, Anna Eddy seconded the motion, all were in favor, and the motion passed unanimously with an 11-0 vote.**

D. Facility and Site

Paul was not in attendance. Maureen reported that Lenares Landscaping was supposed to come within the last two weeks to take care of the property, however due to the weather this has not taken place. Someone will contact them to see if they have a date to begin this work. The beech tree will be cut down. Sue Halpin suggested using some of the wood from this beech tree to make something for the Library since the wood is so nice.

E. Fund Development

Anna reported she will be reviewing the website soon. She was going to attend a workshop on May 13th with Marian, but is now unable to do so. There is another workshop sponsored by the Hartford Foundation on Public Giving on June 9th on Mission Based Management/ Tough Financial Times that she is going to try and attend. She received some information from Natalie Harbeson on a webinar on fund development which she found very informative. Information on the Legacy Society needs to get out there for patrons and something should be placed in the Footnotes newsletter on a regular basis.

F. Budget

Trudie stated she had no report.

IX. OLD BUSINESS

A. 5K Race

Eric reported that the 5K Race Committee met this evening. The race is this Sunday, May 17th. Volunteers are asked to be there by 7:30 AM. Anna secured a \$75 gift card from Sam's Club that will be used to purchase bagels and cream cheese. Keeney Manufacturing paid \$5,000 toward their sponsorship for both this year and last year. The t-shirts look great. Lisa is handling the apples and oranges, and the Friends will be providing water. There are over 100 registrants to date.

B. Friends' Storage Unit Update

Natalie reported that Fred is placing stakes for the stone base and railroad ties that Lenares Landscaping will be putting down. Eagle Leasing will deliver the storage unit as soon as they get the approval to do so.

C. Staff Appreciation Event

Anna reported that the Committee is reviewing menus and caterers.

D. Patriot Act Issues

Eric stated there was no report.

E. Nominations

Board members gave their nominations document to Maureen. Maureen, Dennis, and Tony will meet on these nominations.

F. Proposal for Expansion Study – VOTE REQUIRED

The Board reviewed Kaestle Boos proposal for expansion at the April meeting and now needs to vote on having them do the preliminary study. Sue Halpin asked if Kaestle Boos would also be the architect. Board members commented that Kaestle Boos worked on the original Library expansion, and are working on the Town Hall renovations, so consistency and familiarity is definitely favorable to having them be the architect; however there will probably be a Building Committee assigned by the Town Council to choose an architect. **MOTION: Anna Eddy made a motion to have Kaestle Boos Associates, Inc. to the preliminary study for the continued development of the Lucy Robbins Welles Library Expansion Project as follows:**

Stakeholder Interviews	\$ 1,500
Development of Space Needs Program	\$ 1,500
Preliminary Site & Building Design Options	\$12,500
Cost Estimates	\$ 2,500
Graphics/Presentation Materials	\$ 5,000
TOTAL	\$23,000

Trudie Walker seconded the motion, all were in favor, and the motion to allocate \$23,000 to Kaestle Boos Associates, Inc. were unanimously approved with an 11-0 vote.

F. Best of luck to Marie Dowling. You will be missed.

Maureen stated that the Friday evening gala for Marie was fabulous and Marie enjoyed herself thoroughly. Thanks go to Sue Wright for working on the refreshments from Indian Hill Country Club; the service was wonderful. Taylor Rental provided chairs and tables. The flowers from Flowers Etc. were beautiful. Marie will be missed by all and is wished a happy life in Texas.

G. Long Range Planning – Chris Bradley. PLEASE BRING YOUR QUESTIONNAIRES AND OTHER MATERIALS FOR DISCUSSION

Chris Bradley, Executive Director, Connecticut Library Consortium, asked the Board members what their vision is for the Town and for the Library in ten years, 2019. The Board members responded with ideas as follows:

- Housing and transportation for the aging population
- More walking access/walking paths/connections with areas of Town/shuttle service/trolley/golf carts/segways
- A program in Portland, Maine where seniors give their car to a group and then they can drive the senior around with no cost to the senior who donated the car, but it can be used to transport other seniors
- Community helping with driving
- Intergenerational experiences
- Community center for teens and all ages
- Maintain open space/watch zoning/control of buildings
- Commercial redevelopment/Berlin Turnpike
- Maintaining visual appeal with Town Center/New England-like
- Busway/capitalizing on this form of transportation
- Green expansion for Town Building campus/geo-thermal/practicality/buildings are close together so this would reduce heating, air conditioning costs, etc.

Library:

- Community theater/multipurpose room in the Library/access to all citizens
- More space for collection/storage/staff/work space for patrons
- Better technology
- Gallery to display artwork from Newington High School students

X. NEW BUSINESS

A. Director's Evaluation

The Board members have a copy of the Director's Evaluation; these need to be completed and given to Neil before the June meeting.

B. Annual Meeting

The Annual Meeting will be held on September 14th. Sue Wright, Maureen, and Iris will work on refreshments. Anna asked about recognizing Legacy Society members as was done last year, and this will be done again this evening. Maureen and Marian asked that the Board think about people to honor at the Annual Meeting and let Marian know.

XI. PUBLIC PARTICIPATION

There was no Public Participation.

XII. ADJOURNMENT

MOTION: Judy Igielski made a motion to adjourn, Sue Wright seconded the motion, all were in favor, and the motion to adjourn was unanimously accepted with an 11-0 vote at 8:55 PM.