

## **Wethersfield Library Board Minutes of February 27, 2007**

**Members present:** Greg Bedula, Paul Courchaine, Greg Curtin, Tracy Gionfriddo, Susan Grady, Howard Greenblatt, Brad Milvae, Pauline Moon, Karen Mortensen

**Staff present:** Laurel Goodgion, Director; Liz Kirkpatrick, Asst. Director

**Also present:** Christine Fortunato, Council Liaison; Karen Rider, member of the Executive Board of the Friends of the Library

### **CALL TO ORDER**

Chairman Greg Curtin called the meeting to order at 7:07.

**PUBLIC COMMENT:** None

### **RENOVATION**

Library Director Laurel Goodgion reported that the Town had received bids from 5 contractors for the Phase II work on Town Hall and the Library. The bidders were asked to indicate what, if any, savings would be gained in funds and duration if Town Hall were unoccupied during the renovation. In order for Town Hall to be unoccupied, the entire two floors of the Library would need to be used as swing space for Town Hall staff. This would mean that the Library would need to remain in its temporary situation for the duration of the project which would entail additional costs for continuing to store most of the book collection as well as other expenses. A cost benefit analysis will be done by the Town before a decision is made.

Christine Fortunato arrived at 7:10.

Laurel said that that an alternative to using the entire first and second floors of the Library as swing space would be to assign several spaces on the ground and 2nd floor to be used as swing space by the Town Hall. With this approach the Library could re-open to the public.

Polly Moon reported that she had talked to Mike Turner, town engineer. Until a contractor is chosen, other decisions will have to be put off.

The Building Committee won't sign off on Phase I until the building inspectors issue a certificate of occupancy.

### **FRIENDS OF THE LIBRARY**

Karen Rider reported on a series of writing workshops that the Library and the Friends of the Library are collaborating on. She distributed a brochure that she and Liz Kirkpatrick put together. It detailed the five workshops.

The Friends would like to partner with the Chamber of Commerce on business writing.

The Friends are working on an organizational mission statement. They are planning to have a logo contest and offer gift certificates.

The Friends are looking into a tie-in with the Harry Potter book release in July and the movie release in November. There could be an event with costumes that might be free to the public.

The Friends made \$600 in four hours in their last book sale. Their next goal is to have a summer reading book sale

before the beach season starts. They are going to look into selling the books at a sidewalk sale in the shopping plaza on the Silas Deane Highway.

The next meeting of the Friends is March 14.

## **COUNCIL LIAISON**

Christine Fortunato reported that the bids for Phase 2 looked good. The Council shares the concerns about the Library. The Council received an update on the renovation from Building Chairman Joe Coombs, who will update the Library Board at its next meeting. Christine raised concerns about children's services and suggested sending staff to the middle school after school to help students without computers do research and take advantage of the resources there.

Laurel said that the middle school library is open until 4:30 two days a week in order to provide students with additional computer time while it isn't available at the Library. Others, besides students, need access to computers. Immigrants use them to contact relatives in other countries. Some people need computers for job applications. Others need tax forms or access to government documents. There is no computer access to government documents in the temporary Library.

Christine recommended a triage plan to meet computer users' needs. In addition to help from the Library and middle school, Senior Net is making its computers available two days a week: Tuesday and Thursday from 3 to 5p.m. The word needs to get out. People can sign up at the Library for the Senior Net computers.

Christine further reported on the budget process. The Library is scheduled to get feedback tomorrow.

A top priority in the Office of the Town Clerk is an updated codebook that will be printed this summer. The Town Clerk would appreciate assistance from Library staff and will provide a list of things to be done and a timeline so the Library can make help available. Town and Library staff will become more familiar with the workings of both sides of the building. Christine thanked the Board for helping on the town side.

## **APPROVAL OF THE MINUTES**

The [minutes of the regular meeting of January 23, 2007](#), were approved as distributed.

The [minutes of the special meeting of February 1, 2007](#), were approved as distributed.

The [minutes of the special meeting of February 8, 2007](#), were approved as distributed.

## **CORRESPONDENCE**

The Secretary read a note from the Library staff thanking Board members for funding the staff holiday luncheon.

## **QUESTIONS FOR THE DIRECTOR**

Laurel reported that the Library has recently received several memorial donations. The Board discussed ideas as to how to put the donations to best use. Laurel will make some suggestions to the families involved.

## **PROPOSED OPERATING BUDGET FOR 2007-2008**

Laurel distributed copies of the proposed 2007-2008 budget. She answered questions and expanded on certain areas. Salaries are part of the union negotiations. Some benefits still have to be worked out.

At 7:50 Paul Courchaine moved to go into executive session to discuss union negotiations and personnel matters. Polly Moon seconded. The motion carried.

At 8:17 Liz Kirkpatrick left.

At 8:50 Tracy Gionfriddo moved to come out of executive session. Brad Milvae seconded. The motion carried.

Brad Milvae moved to approve the Library Director's proposed salary schedule for non-union staff. Karen Mortensen seconded. The motion carried. There was one vote in opposition.

At 8:55 Susan Grady moved to adjourn. Brad Milvae seconded. The motion carried.

Respectfully submitted,

Susan Grady  
Secretary