

Weston Public Library Board Regular Meeting  
May 5, 2015

**PRESENT:** Chairman Amy Sanborn, Lynne Langlois, Harriette Heller, Barbara Groves, Denis Toner, Pam Kersey, Michael Bellacosa, Rick Ross and Director Karen Tatarka.

**ABSENT:** Anne Hunt

Chairman Sanborn called the meeting to order at 7:45PM.

**Building Committee:** Chairman Sanborn introduced Building Committee Members Allen Swerdlowe, Chairman, and Richard Wolf. During the meeting Bob Soloff, Vice Chairman of the Building Committee, joined the meeting. First Selectman, Gayle Weinstein, has asked the Building Committee to work with the Library Board on the contract and phasing of the building renovation. There was a lengthy discussion of the pros and cons of how to phase the project including the potential issues of closing the library during the renovation. There was also discussion about the role of the Building Committee versus the Space Planning Committee of the Library Board.

Building Committee Chairman Swerdlowe indicated that their recommendation is the Architect would present recommendations to both the Space Planning Committee of the Library Board and the Building Committee and decisions would be made collectively.

There was discussion about the fact that the project is multi-funded (Town, Grant from the State of Connecticut and the Library Endowment). Chairman Sanborn stated that she would work with Tom Landry, Town Administrator, to determine how payments will be divided and managed. In addition, Chairman Sanborn will get in touch with the Building Committee to reach agreement on the contract with the architect.

Next steps:

- All agreed that we should ask the Architect to bid the project as both a one phase and two phase project so pros and cons can be weighed.
- Documentation to be presented for the Bond Hearing needs to be reviewed by Tom Landry prior to submitting.
- Once the Bond approval and scope of project is approved the Building Committee would get involved in the renovation project.

The Building Committee concluded their remarks and left the Library Board Meeting.

**Treasurer's Report:** Nothing to report.

**Budget:** Finance Board passed the Capital Budget, including the Library request for \$360,000, by a 5 to 2 vote.

### **Space Planning:**

Director Tatarka said that the testing of the window frames has been completed and there was no contamination so we can move forward with planning next steps for the window replacement project. There was, however, discovery that some of the bookshelves have adhesive on the walls behind them that will need remediation, which means not all bookshelves, will be able to be reused. Architectural drawings will need to be redone to reflect this. Once plans and budget have been reworked we will go back to the Building Committee with the revised budget. We have been provided with revised costs for grant eligible projects, totaling \$512,000– and plan to give \$112,000 back to the State. We will need to resubmit the grant application.

The Board discussed timing of filing the necessary information for being placed on the Bond Commission agenda. Work must begin within 18 months after the grant is released. There was discussion about timing of our request to be placed on the Bond Commission agenda. Director Tatarka will resubmit the revised paperwork to the State and ask that we be included on the May Bond Commission agenda. We are not optimistic that we will be on that agenda. There was general agreement that the June agenda would be soon enough. The Space Planning Committee will discuss and decide on the best strategy.

There was a brief discussion about using the Community Room as triage space as opposed to relocating during the renovation.

### **Ella Gifford Award:**

This is an award of \$150.00 that is awarded annually to a junior or senior who the English faculty has identified as being the most adventurous in exploring the world of literature. The award is named in memory of a long-serving Library employee.

Member Langlois moved that we end the award this year if possible since the significance of the award has diminished over the years. Member Heller seconded the motion. The motion passed unanimously.

There was discussion about possibly creating an award in honor of Franc Vitale. The Board agreed not to create a new award.

### **Strategic Planning:**

First Selectman Gayle Weinstein has asked that the Board attend the May 21<sup>st</sup> Selectmen's Meeting to present the Library's Strategic Plan. Member Toner will be the lead on this.

**Director's Report:** Director Tatarka reviewed the attached report with the Board.

## **Programs:**

***Astronomy Program:*** Looking at several possible dates. Member Bellacosa will work with presenter on scheduling the program for October 16<sup>th</sup> or 23<sup>rd</sup> or September 18<sup>th</sup>. November 20<sup>th</sup> is also an alternative.

## **Friends of the Library:**

- Due to a conflict with a Weston Historical Society Program, the May 26<sup>th</sup> Retired State Historian program was canceled and will be rescheduled to the fall.
- Rose Horowitz's poetry reading program wrapped up. There were about 30 attendees at the final session.
- Artscapades: American Impressionism is being held Sunday, May 17.
- New Co-Presidents are: Leslie Geller and Catherine Revzon; Assistant Treasurer: Charlie Shipman
- Continuing to try and reduce costs of the popular New Yorker Program.
- The Friends will not be contributing to the Weston Historical Society Oral history project.

## **Minutes:**

Reviewed minutes of February 3, March 10 and April 6, 2015.

Member Langlois moved we accept amended minutes of February 3, 2015. Member Groves seconded. Motion passed unanimously.

Member Langlois moved we accept amended minutes of March 10, 2015. Member Kersey seconded. Members Ross and Heller abstained. Motion passed.

Member Langlois moved we accept amended minutes of April 6, 2015. Member Heller seconded. Member Ross abstained. Motion passed.

## **Old Business:**

- Association of Connecticut Library Boards has updated their Connecticut Public Library Trustee Manual. It was too large to download but Director Tatarka has a copy for those interested.
- Member Ross updated the Board on the potential of donated Bloomberg Terminals. He learned local donors made Greenwich and Darien Bloomberg terminals possible. Discussed potential program to learn how Bloomberg works but agreed it would be too limiting a program.
- Member Toner asked about the status of coffee mugs. Have received \$140.00 for mug sales; majority of mugs ordered were donated to the focus groups done in 2014. The mugs cost was \$5.00 per mug; Library sold them for \$10.00.

**New Business:**

Director Sanborn and Member Langlois attended the recent Freedom of Information Act Program held in Weston Town Hall. Director Sanborn reviewed the highlights discussed at the meeting and handed out the "Notice of Meetings" handout from the meeting.

Member Bellacosa moved to adjourn the meeting. Member Ross seconded the motion. The motion passed unanimously. The meeting adjourned at 10:00 pm.

Respectfully submitted,

Pam Kersey  
Secretary Pro Tem

Approved June 2, 2015

## Director's Report

May 5, 2015

- Gate count for April 4,955, which is up 4.5% over last year. We had some high-attendance programs offered by Aspetuck Land Trust and Weston Youth Services which gave us a nice boost this month. They are very thankful for the space and the support the Library provides with A/V equipment.
- Both Karen Bennett and I attended one day each of the CT Library Association conference.
- 4<sup>th</sup> program in the Tech Tips series was earlier today on Intermediate iPad use. The last program will be next month, which is an introduction to Social Media.
- Herschel built us a Raspberry Pi camera that attaches to the 3D printer. They can now watch the printer print from a website and also tell it to print remotely (as long as the printer is turned on).
- Rose Simpson, our new Library Technology Assistant, started last week. She seems to be an excellent fit with the staff and has jumped it with both feet with all of our equipment. She's experimenting with everything so that she knows how to troubleshoot and what our back-up equipment can do. Now that Rose is on board, we'll begin marketing the 3D printer.
- We learned recently that reQuest, the system that the State Library provides for processing InterLibrary Loan requests will be unavailable over the summer as they build a new system. Since we are part of a large consortium, this will have less impact on us than on stand-alone small libraries; however, it will still have an impact.
  - I am setting aside more funds than I have in the past to purchase more of the summer reading titles. It will be difficult for our patrons to search to see which libraries own a title they want without reQuest, and it will take longer to get the through ILL
- If you contacted your legislators in regard to the cuts proposed to the State Library budget, thank you very much. Funding has been restored at 90-95% for the State Library. CLC has only been restored at 47%. This is still problematic since CLC negotiates our discounts on materials, supplies, and books. If anyone is so motivated to send a thank you email to their legislators and remind them that CLC has not been fully funded, it would be very helpful to us.