

Library Board Minutes
October 1, 2013

Present: Chairman Sanborn, Vice Chairman Bellacosa, Treasurer Toner, Members Henderson and Langlois
Director Tatarka

Absent: Secretary Pally, Members Groves, Hunt and Ross

Chairman Sanborn called the meeting to order at 7:50 PM.

Treasurer's Report and Endowment Fund

Treasurer Toner presented his report (attached). The Treasurer's report was approved on a motion by Ms. Sanborn seconded by Ms. Henderson and carried unanimously. The town has requested reimbursement for the legal fees incurred by the bequest from the Vitale estate which the town has paid to Cohen and Wolf. Treasurer Toner moved that the Board reimburse the Town in the amount of \$28,701.56. This motion was seconded by Mr. Bellacosa and carried unanimously. Mr. Toner is revising the Board's investment policy. Most of the Library's endowment is managed by the Town with a \$50,000 liquidity fund held in reserve for current expenditures. The Library has received a check for \$350,000 from Faith Popcorn, the purchaser of Mr. Vitale's Long Island property.

Space and Strategic Planning

Ms. Langlois reported that the Space Planning Committee has met with five candidates and had a follow up telephone conversation with Peter Gisolfi to clarify some of the per square foot figures (\$70, \$100, and \$160 per square foot) for renovations. In the phone conversation he cited numbers for a school project which were more in line (@ \$30 per square foot) with what other libraries, including Darien, had spent for furnishings and finishes. In that telephone call he also offered to do a "feasibility study" for \$10,000 which would be creditable to his fee should he be selected to do the project.

Ms. Tatarka distributed a prioritized Library Wish List. Discussion followed.

The Board discussed the previously distributed Community Survey which will be distributed in the fall and made available on line. Ms. Langlois reported that Suzanne Harris has graciously offered to facilitate two focus groups of 8-12 people. Board members are reminded to get their list of suggested participants to Ms. Sanborn ASAP.

Ms.Langlois reported that she had met with the Town Beautification Committee and received their approval to plant daffodils on the hill between the Library and Norfield Church as a public memorial to Franc Vitale. Tom Johnson graciously provided advice on where to buy appropriate bulbs and what bulbs to buy. Approximately 1000 bulbs have been ordered. The bulbs will be planted by Weston Gardens. This concept has also been shared with the Fire Department , the EMS and the Historical Society which were also beneficiaries of Mr. Vitale's estate.

Ms. Sanborn reported that she and Ms. Langlois had met with First Selectman Weinstein today to discuss the question of the removal of the VAT from the original part of the Library. Ms. Weinstein stated that she did not believe that the tile needed to be removed and that the Town would not contribute to the expense of removing it.

Technology Planning

Ms. Tatarka gave the Board a preview of the Library's new website for their comments which will be shared with the designer.

Director's Report

Ms. Tatarka reported that the Touch A Truck program was well attended. Activity in the Community Room is ramping up after the summer with 35 outside groups using the space in the month of September. The New Yorker program has been very well attended and will be continued after the initial trial period. The program was so well attended that it brought to light a parking problem. Teachers have been parking in the Library parking lot which has reduced the number of spaces available to Library patrons. A compromise has been reached whereby 15 spaces will be available to the teachers.

Ms. Tatarka also reported that there were two significant staff anniversaries: Joy Beckwith has been at the Library for 25 years and Nancy Lincoln for 30 years. It was agreed that the Board would sponsor a staff luncheon to acknowledge these milestones.

Budget

Ms. Sanborn asked for volunteers to serve on the budget committee. Ms. Henderson and Ms. Langlois volunteered to serve again this year.

Programs

Mr. Bellacosa reported that the third annual astronomy program will take place on November 15. Ms. Sanborn is co-ordinating with the schools. We discussed but did not resolve the question of who will do the publicity in the event that Ms. Hunt, who has done it in the past, is unavailable.

Friends

Minutes

In the absence of the Secretary there were no minutes from the September meeting.

Old Business

None

New Business

None

Adjournment

The meeting adjourned at 10:52 PM on a motion by Mr. Toner, seconded by Ms. Langlois and carried unanimously.

Respectfully submitted,

Lynne M. Langlois
Secretary Pro Tem