

From: SimsburyCT Postings March 18, 2010 2:27:18 PM  
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To: SimsburyCT\_LibraryMin  
Cc:

SIMSBURY LIBRARY BOARD OF TRUSTEES MEETING  
Monday, February 22, 2010

THESE MINUTES HAVE BEEN APPROVED BY THE LIBRARY BOARD

Present: Charmaine Glew, Anne Erickson, Diane Madigan, Gail Ryan, Joy Himmelfarb, Bert Kaplan and Jeff Blumenthal. Susan Bullock, Director and Eileen Sickinger, Recording Secretary. George Boissard, Friends Liaison.

Public Audience: Cheryl Donahue, Head of Children's Services and Tom Roy, Director of Public Works.

The meeting was called to order at 7:15 P.M. by Mrs. Glew, Chair. B. Kaplan moved the minutes of the January 5th meeting be accepted with the following corrections: 3rd paragraph, should be "tree clearing will be done." Last sentence should be: Options of the type of materials and styles used were mentioned. On page 2, Ms. Himmelfarb attended the seminar on "Better Boards", and correct spelling under Director's Report: the. Second: D. Madigan. The minutes were accepted as corrected.

ADDITIONAL AGENDA ITEMS: 6A: Cheryl Donahue of the Children's Department

Tom Roy, Director of Public Works: Mr. Roy reviewed the different energy saving projects taking place in the building and "green" projects being implemented on the grounds. The HVAC in the Library is poor and he is recommending that an energy audit be done and funded by the expansion funds. He reviewed the process to be followed and he will be invited to report back to the Board in May. Energy audits are being conducted in other town buildings and he hopes to have one of these buildings eventually certified as an Energy Certified Building.

Other area covered was the implementation of organic lawn care this spring. The pond between the Library and Boy Scout Hall was also discussed. The Friends are willing to aid with finances of an engineering study only after the entire plan, walkway/pond site, is complete.

The parking lot lights, especially on the upper level, are still

unsatisfactory and he was asked to review this so improvements could be made.

Because of the lack of space for plowed snow, some lower level pathways are snow covered. This is especially true during big storms and difficult to resolve.

Cheryl Donahue: Ms. Donahue shared the results of a survey taken in the Children's Department on "Snapshot Day", an event outlining one day in the life of Connecticut libraries. All the comments were very favorable.

COMMUNICATIONS: There was an e-mail complimenting James Miller on his work and a copy of a letter from a formerly unemployed patron, thanking Jennifer Keohane for her help in the Business Resource Center.

Condolences will be sent to Kathy Miller, former co-chair of the Used Book Sale, on the loss of her husband.

REPORTS: Friends: G. Boissard reported that Hiram Peck met with Friends and that Friends will consider some funding for the pond/walkway design once the entire plan is in place.

\$13,000 remains in unfunded pledge money.

He also reported on the Friends financial report given at their last meeting outlining funding available for their different library projects. The workroom floor has not been painted and Mrs. Glew will contact the Boy Scout and his leader regarding this.

The in-house book sale and coffee money averages \$60.00 a week.

The proposed SCTV project to use some of the space currently used for the collection, storage, selection and sorting of books was discussed. Since part of the State Grant stipulates that if any library space is used for non-library use the money would have to be returned to the State. The Library Board is opposed to this project.

Personnel: Mrs. Bullock reviewed the number of personnel staffing the Library since 2006. She also shared a chart of the compensated absences worksheet for union staff in the building. This is an area that will be discussed further when contract negotiations begin.

Decorating: Franklin Painting has been paid for work completed. There are still other areas that could be done. Additional blinds/shades are being considered for the Business Resource Center.

Building: Work continues on the HVAC problems.

For better security, entry pads are being installed at several office

entrances within the building.

Mrs. Glew reported that Mr. Cutler will meet with Penwood Builders to review the reconfiguration of the staff room. Their estimate is in the \$9,000 range. J. Blumenthal moved that, pending Dale Cutler's discussion with Penwood, or next least expensive bidder, the Board will accept Mr. Cutler's recommendation. Second: B. Kaplan. So moved.

Landscaping: \$1,500 for Sav-A-Tree was cut from the 2010-11 budget.

Parking: Covered by Mr. Roy.

CHAIR'S REPORT: Security gates discussed at last month's meeting are too expensive to consider at this time. The RFID system will have some security in its system and after it has been in place a year a cost analysis will be done to see the feasibility of adding more security.

DIRECTOR'S REPORT: Mrs. Bullock reviewed her written report. She shared a report from Jennifer Keohane on a recent project with local Girl Scouts and their work on an Entrepreneurship Badge.

A list of all the projects funded by Friends was also in her report.

OUTDOOR SIGN: Mr. Sawitzke has informed Mrs. Bullock that the DOT needs further details regarding the break-away aspects of the outdoor sign. He also has a DOT contact name for a sign maker when the time comes.

The current sign could be removed and a new one put in its place. More information will be needed before a final decision is made.

Mrs. Bullock invited Board members to sit in on the next staff meeting on March 1st.

At 9:45 P.M. J. Blumenthal moved for adjournment. Second: B. Kaplan. So moved.

Anne Erickson, Secretary