

From: SimsburyCT Postings August 18, 2010 9:57:43 AM
Subject: Library Board of Trustees Minutes 08/16/2010
To: SimsburyCT_LibraryMin
Cc:

SIMSBURY PUBLIC LIBRARY BOARD OF TRUSTEES MEETING
Monday, August 16,
2010

THESE MINUTES HAVE NOT BEEN APPROVED BY THE LIBRARY BOARD

PRESENT: Joy Himmelfarb, Jeff Blumenthal, Bert Kaplan, Marianne O'Neil, Gail Ryan, Ann Erickson and Charmaine Glew. Staff: James Miller, Head of Adult Services and Eileen Sickinger, Recording Secretary. George Boissard, Friends Liaison. Dale Cutler, Architect and Richard Sawitzke, Town Engineer.

The meeting was called to order at 7:00 P.M. by Mrs. Glew, Chair. A. Erickson moved the minutes of the July 19, 2010 meeting be accepted with one correction: under Committee Reports, correct spelling of Boissard. M. O'Neil seconded that the minutes are accepted as amended. So moved.

ADDITIONAL AGENDA ITEM: J. Blumenthal moved to add Dale Cutler, architect, to the agenda as item 5A. Second: M. O'Neil. So moved.

Mr. Cutler presented two renderings for a new outdoor sign, one with and one without the Library logo. He proposed that the sign be placed approximately 15' behind the existing sign. Whether it is parallel to Hopmeadow Street, or perpendicular, was discussed. Stone from the existing base will be used and additional stone added if needed. Following discussion on whether to keep the logo on the sign, B. Kaplan moved the sign be constructed without the logo. Second: G. Ryan. Five (5) in favor of the sign without the logo, and two (2) opposed. The motion passed. Mr. Cutler will prepare a drawing based on this evening's discussion. It will be presented to the Zoning Board who in turn will refer it to the Design Commission. It will be two-sided and stand perpendicular to Hopmeadow Street. He will get back to the Board with the final cost.

Mr. Sawitzke presented three cost estimates for the stream crossing to Boy Scout Hall from the Library. The estimated cost for an 18' wide bridge and walkway is \$251,177 and includes all surveying, engineering, permits and

other contingencies. He reviewed how the access would provide connection to approximately twenty-five (25) additional parking spaces and any changes that will be made to the brick retaining wall. Safety concerns and accesses to Hopmeadow Street were reviewed, Currently \$190,709 is available from the building expansion fund with an additional \$60,000 needed to complete the project. He has a team available to do the work when the money and permit considerations are in place. Because the project involves a brook, permits will be needed from the Town's wetland's committee and a state permit is required for a diversion permit for anything that goes over a brook. There will be lighting . Different types of paving materials were discussed and Mr. Sawitzke will look into different options. B. Kaplan moved that the Library Board go ahead with the 18' wide bridge and walkway to Boy Scout Hall with another \$60,000 to be raised. Second: J. Blumenthal. Six (6) voted in favor and one (1) negative vote. The motion passed.

COMMUNICATIONS: None

REPORTS: Friends: G. Boissard noted the next Friends meeting will be September 16th.

The book sale collection is going well. In the past books that have been donated and could be currently used in the Library collection have been given to the Library to be cataloged before the sale begins. Staffing shortages have prevented this from happening this year and an attempt will be made to set aside these books until such time that staff will become available to catalog them.

Decorating: New carpet has been placed in the staff room and the flooring will be redone in the kitchen area.

Building: The staff has requested, for privacy, that a door be added to the new staff/conference room. The installation could require removing the current steel frame, repainting and repairing that area, adding a new door and installation of a key pad at a cost of approximately \$1,980. J. Himmelfarb moved that a new door be stalled to privatize the staff/conference room at a cost of approximately \$1,980. Second: B. Kaplan. So moved.

Modifications to the current book return to an automated book return will cost in the area of \$2,200. This will include removing the existing book returns, create new openings and return sleeves to receive books, paint, patch and repair where necessary. B. Kaplan moved that existing book drops be modified by removing the old book drops, installing new automated ones and change wiring to accommodate that change as well as any other work and repair that is needed at a cost of approximately \$2,200. Second: J. Blumenthal. So moved.

Parking: Discussed with Mr. Sawitzke.

DIRECTOR'S REPORT: Mr. Miller informed the Board that a member of the technical staff will be out on medical leave for two weeks. He reported that books continue to be checked out in large numbers. The summer reading programs are coming to a close and were very successful. The teen program raised more than \$600 for the Kenya School Libraries Program, a program run by booksbuildhope.org through Books for Africa. Almost all books have been tagged for the RFID installation and work continues in preparation for the installation of the program. The air conditioning continues to work intermittently and during the off season the complete HVAC system will be checked, particularly the air conditioning.

The area outside by the dumpsters/loading zone is frequently blocked creating problems for deliveries. The police and town departments have been notified and signs will be painted on the pavement showing this is a loading/no parking zone. When complete, anyone parking in that area could be ticketed.

LONG RANGE PLAN: The Pert Group attended the August 16th meeting of the Long Range Planning Task Force and presented their ideas on a town wide survey. They will prepare a pricing quote for a survey and get back to the task force. The next meeting of the task force will be on Monday, September 20th at 5:00 P.M.

At 8:35 P.M. M. O'Neil moved for adjournment. Second: A. Erickson. So moved.

Anne Erickson, Secretary