

Special Meeting
West Hartford Library Trustees
West Hartford Library
July 13, 2016

Present: Trustees: Tom Hazen, Judith Roberts, John Newton, Jeff Moreno, Harry Dorman; Director, Parks and Recreation: Tad Nunez;
Public: Barbara Gherardi, David Chambers; Director: Sandy Cary

The meeting was called to order at 6:01 and the Pledge of Allegiance given.

Public Comments: Chambers noted that planning for the village gala scheduled for 8/13 is going very well. Games, food, bouncy house will all be available. In order to provide liability insurance for the event, he suggested that the Board consider sponsoring the event, thus bringing it under the Town's aegis. After considered discussion, particularly as to what precedents might be set with such an action, upon motion made and seconded, the Board voted unanimously voted to sponsor the event.

Secretary's Report: The minutes of the June 15, 2016 meeting were approved as distributed.

Treasurer's Report: Newton reported that a preliminary financial report from the town indicated that \$11,200 had not been spent in the previous FY [and another \$2600 in further potential adjustments]. This will make available for the current FY about \$32,000. He noted that in comparison the Library spent \$38,000 in the recently closed FY.

Director's Report: Cary reported on the statistics for the month. Circulation increased significantly in June. She noted the usage of the Community room. A very successful kick off to the summer reading programs [youth and adult] with special thanks to the Friends for sponsorship of them. They will also sponsor the village gala next month. She noted the need to have Jamie [IT] spend a day in support of the Library's technology. She reported on building and grounds maintenance, very strenuously commenting on the lack of air conditioning, which we were all experiencing. The new shelving is up and providing more room for kids and adult sections of the library. She asked for donations of lawn/board games. Finally, she reported on her vacation, to begin this Friday, for a week. She has made every effort to cover all the hours, but there may be times when the coverage will be intermittent. She left a phone # at which she might be reached. In her absence, Dorman volunteered to be the Trustee of Record.

The Board discussed the apparent lack of a relationship with the Town. There was concern about lack of follow up on issues which had been previously identified. This was cleared up with the arrival of Tad Nunez, Director of Parks and Recreation [he had noted that the meeting time was warned at 7:00].

Old Business: Report on Grounds and Building: Nunez updated the board with recent activity undertaken by his department, in support of the West Hartford Library. The automatic door opener has been repaired. The chimney has been repointed and reflashed and should resolve the roof leakage. The stove vent is being evaluated. The Department of Correction is mowing Tuesday or Saturday of every week. He reviewed the current budget [now under his purview]. About \$9000 is provided to support the needs of the building and grounds, including cleaning, heating, and maintenance [a woefully short amount]. It was noted that another \$20,000 is provided through another source for support of the Library.

He also reviewed the plot[s] of land around the Library. Irrespective of the lease agreement between the Trustees and the Town, Nunez views the whole of the land [and building] as his responsibility and will go forward with that intent. He requested that one individual be appointed by the Board who will communicate with him and receive his communications in return. The board indicated that they would so do. He noted that a grant has been received by the Town which will provide fences and benches and that he would appreciate receiving local input in implementation. Roberts noted that she had been in touch with Henderson's to provide a plan for the grounds around the Library. The Board authorized her to proceed. Once that has been done the grant may be incorporated.

There was further discussion about improving the grounds. Nunez noted that very little more [if that] could be expected from the Town and opportunities to improve might come through contributions and volunteering of time by the community. He offered his help to assist in that effort as other parks have a blend of volunteerism.

The Board was appreciative of the work accomplished and the opportunity to begin a dialogue with Nunez and the Town on the needs of the Library.

Upon motion duly made and seconded, the balance of the agenda was suspended and the meeting adjourned at 8:00

Respectfully submitted,
Harry Dorman, Secretary

These are draft minutes, subject to approval