

Southington Library and Museum
255 Main Street
Library Board Meeting
July 11, 2005

Meeting called to order by Chairman Heidi Bittner at 6:45PM.

Members in attendance: Heidi Bittner, Sandra Micalizzi, Theresa O'Connor, Susan Reisman, David DellaVecchia, Robert Cusano, Valerie DePaolo and Jeanne Corrigan.

Guests: None

Secretary Minutes

Public Communication: There was none.

Secretary Minutes: The June minutes will be amended to read, "Meeting called to order by Vice Chairman Sandra Micalizzi at 6:45PM," and "Director Jay Johnston thanked the board for the congratulatory cards given to him, for having received the CT State Outstanding Librarian of the Year award." Jeanne Corrigan made a motion to approve the amended June minutes. David DellaVecchia seconded. All voted in favor. Approved.

Treasurer's Report: The board discussed the end-of-year budget. Sandra Micalizzi made a motion to accept the treasurer's report, Robert Cusano seconded. All voted in favor. Approved.

Director's Report: Director Johnston has asked the Friends of the Library to fund a supply of downloadable recorded audio books and to support a program utilizing prominent scholars who will provide study guides and lessons to the public. The books are a part of a new system that allows multiple patrons to download the same title and listen to it for up to three weeks, after which time it deletes itself. The library will hold classes to instruct on its use. There will be a

reception for the Friends on next Monday. Director Johnston would like to hold a volunteers' reception in September. The air quality at the Barnes Museum should be better after taking care of the mold problem, painting and putting the air conditioner at a better setting. The back of the Barnes has been painted and the fountain repair and realignment as well as the Garden Club Museum project are complete. The irrigation Phase III is planned. Stabilization, grading and landscaping of adjacent library properties are underway. A building program construction cost study was presented and reviewed. The library lighting project was approved and two electricians have been asked to submit proposals. One has responded. Preparation for Taste of Southington is complete. Library and Museum brochure is completed and at the printer. The revised spec for retro-fitting the HVAC component has been added to this year's budget.

Committee Reports

Taste of Southington: All but three of the ten participating restaurants have submitted their menus. There are no duplicate foods being served. Everything for the Taste has been ordered, so the board is ready for its fourth annual Taste of Southington. The new Library & Museum brochure will be handed out to Taste visitors.

Barnes Museum: The irrigation system at the Barnes is working properly. In September or October, the heads will be realigned and phase III will be installed. The fountain was re-fitted and leveled so it cascades well. There was a chimney leak, so a catch pan will be placed around the chimney by Skyline Roofing.

Buildings and Maintenance: There was none

Finance: The board of finance approved a carry-over of money to finish a project including fixtures in the men's room.

Long Range Planning: There were none.

Personnel & Policies: The library reached the end of the hiring process for a reference librarian and has posted a position for a children's librarian.

Old Business: There was none.

New Business: The board discussed implementing a use fee schedule at the Barnes Museum. Sandra Micalizzi made a motion to generate a \$200.00 fee plus the cost of labor from anyone renting the Barnes Museum for a function, excluding non-profit organizations. All voted in favor. Approved. The board discussed a stationary book drop outside the library and a book drop-off structure for donations to the Friends' bookstore. The board will continue the discussion at a later meeting. Robert Cusano is working on matting and framing the picture, *Sherman's March to the Sea*.

Sandra Micalizzi made a motion to adjourn the meeting, Susan Reisman seconded. All voted in favor. Meeting adjourned.

Respectfully Submitted,

Harriet Bitar