

*Willington Public Library
Board of Directors
Regular Meeting
November 16, 2022*

Roll call and establishment of quorum:

Present: Kathy Ryan, Joan Taraskiewicz, Rebecca Cartabiano , Joy Wrona, KarenAnn Caldwell, Hope Gove and Debra Linares (co- directors) absent: Elena Testa

A quorum was established. This meeting was held at WPL .

The meeting was called to order at 7:17 p.m.

Minutes: The minutes for the September 2022 meeting were accepted. The October 2022 minutes will be brought up in December.

Director's Report:

1. The board members need to supply their yearly total of hours spent on library business for the 2021-2022 fiscal year. These hours are required on the IRS 990 form. We are waiting for the necessary information to be provided by the town. The 990 form was due on Nov. 15 so the board is concerned that we may be fined for being late.
2. The light poles have been repaired and reflective tape will be used to further protect them from being hit by a car.
3. The cracked pavers in front of the building have been repaired, eliminating a tripping hazard.
4. The Ferlow family is going to provide financing for pavers to be installed under the gazebo. We may also get some new picnic table for the grounds. The board thanks them for their generosity.
5. ARPA: This item was moved to "old business".

Friends of WPL report:

Elena Testa, the board's representative to the Friends of the Willington Public Library, was absent so this report was not given. It was noted, however, that the Friends will be sponsoring a Craft Fair/ Bake sale on Dec. 10, 2022 in the community room downstairs.

Communications: There were no communications this evening.

Present to speak: there was nobody here wishing to speak.

Old Business:

1. ARPA report. Our ARPA proposal #39 was approved to go to public hearing on July 1, 2022 so the board is waiting to hear when this hearing will occur. The funds requested will be used to address age-related problems on the outside of the building. The second request for ARPA funding (ARPA #40) was presented to the ARPA board for the second time on Nov. 7, 2022. All of the information the ARPA board had requested was provided so we are waiting for this proposal to be approved for the public hearing.

2. Summer Program pay: KarenAnn made a motion to remit \$3774.00 to Debbie as remuneration for the extra work she did on the summer program. This is a Clerk I line item. Joy seconded the motion and it passed unanimously.
3. Job Descriptions: the job descriptions for the two co-directors were not finished. It was decided to give the job of finishing them up to the Personnel Committee of the WPL board.

New Business:

1. CIP five year plan:
 - a. Year 1: cleaning the gutters, inspecting the drains directing water away from the building, repairing the downstairs door (in the basement portion of the building) and making repairs to the outer envelope of the building. \$31,378.00
 - b. Year 2: scraping and painting the outside trim around the windows and doors, washing the windows and applying UV film to the windows. \$55,457 + cost of film (TBD).
 - c. Year 3: replacing the carpeting on the lower level with vinyl flooring. \$23,868.00
 - d. Year 4: interior painting. \$71,225.00
 - e. Year 5: replacing the roof (no estimates available yet)
2. Discussion about the relationship between the 'Friends' and the WPL board. The Board expressed a willingness to help the 'Friends' in their efforts to support the library. We understand that they would like the board to be more involved in the expenditures of the monies they provide the library.

Adjournment: Joan made a motion to adjourn; Rebecca seconded it. The motion passed unanimously. The meeting was adjourned at 9:11 p.m..

Respectfully Submitted:

JoAnne Taraskiewicz,

Secretary

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