

Willington Public Library
7 Ruby Road, Willington CT
Board of Directors Meeting Minutes

Jan. 8, 2019

Present:

Heather Alexson, Sarah Peck, Mary Pat Maloney, Jennifer Pallo, Kristine Donnelly

Absent:

Shari Cote, Joy Wrona

Meeting was called to order at 7:12 pm.

Approval of Minutes

Minutes were not available, due to the fact that the secretary was not present. Minutes will be voted on via email.

Reports:

Director's Report - Presented

Treasurer's Report - Not available. Heather Alexson stated that she will be meeting with a representative from The Savings Institute to discuss investment options

Present to Speak:

Mary Beth Caron voiced her personal opinion, as a resident of Willington, that she likes the placement of the children's section in the library. She believes that technology updates may be useful as well.

Communications:

Letter from John Blessington, regarding scheduling of conference/community rooms.

Quote from EMCOR, regarding a possible preventative maintenance program for HVAC system. Bundled services to potentially be shared with town.

Letter from Jim Bulick, Chair of BOF, regarding the desire to have a 0% budget increase this fiscal year.

Old Business:

- Library Holidays - discussed

Mary Pat Maloney made a motion to have the same holiday schedule as the town, with the following exceptions:

- Close on Christmas Eve and New Year's Eve
- Selectman's Holiday will be at the discretion of the Library Board.

Seconded by Jennifer Pablo. All in favor; motion passed.

- Holiday pay - discussed

Heather Alexson made a motion to pay employees for their regularly scheduled hours when the library is closed for a holiday. Seconded by Mary Pat Maloney. All in favor; motion passed.

Kristine Donnelly will make updates to the employee handbook regarding these changes.

New Business:

- Discussed the original 20 year building plan for the unfinished basement.
- Discussed internet upgrade
- Building maintenance plan (HVAC, painting, foundation, etc.) to be reviewed after budget season.
- Kristine Donnelly will look into outfitting light poles with reflective strips. She will also research software to integrate a time clock with payroll.
- Budget discussion tabled until next meeting.

Announcements:

Next Library Board meeting will be Jan. 15 at 7 pm.

Friends of the Library will have their next meeting on Feb. 12 at 6 pm in the library.

Meeting adjourned at 9:00 pm.

Respectfully submitted,

Mary Pat Maloney

Mary Pat Maloney, Board member

