

S. White Dickinson Memorial Library Board of Trustees Meeting Minutes
Wednesday September 13 , 2023
Meeting held via Zoom

Present: Bob Smith, chair, James Ross, Bob Klinger, George Colt , Debra Carney, Fred Orloski Cyndi Steiner, Director

Meeting called to order by B.Smith at 6pm.

Motion to accept August Meeting minutes made by J. Ross, seconded by F. Orloski
All approved

Financial Report:

J. Ross reports that everything looks good. No concerns about spending.

- No Special Revenue report available yet as town accountant hasn't closed the books for FY23 yet

Director's Report:

- Whately will be participating in the WMLA/MBLC Library Crawl for October
 - Any patron who participates will have their passport stamped and will be given a Whately Library magnet.
- Will also be participating in the fREADom Wall Project. Sponsored by MBLC and The Morse Institute to help bring awareness to celebrating the right to read. Patrons who are interested can fill out a magnet with three books or reasons that they read
- New Library Associate Alison Baitz started on 8/28. Alison is working out really well. She is enthusiastic and happy to be here.
- New COVID advisory released by the Whately BoH. Masks are strongly recommended. Ok to have in person events, masks are strongly encouraged

Old Business:

- Shades for Director's are in. Just waiting for them to be installed.
- Front step repairs have been completed. Completed under budget with a \$53 balance remaining
- Fire Door Replacement
 - Was Greenfield Glass paid the remaining balance of funds? C. Steiner will follow up with Greenfield Glass
- Have until December 2024 to use the funds granted from CLRFRF (Coronavirus Local Recovery Fiscal Recovery Fund) Funds for remaining project

- No update regarding exterior painting of Rotunda windows
- Review of estimates from Rich Cooper regarding various other concrete/mason work that needs to be completed at the library

Motion made by R. Kliger seconded by J. Ross all approved
Rich Cooper's estimate of \$3500 for chimney repairs

- Electrical Updates:
 - Sink in smaller bathroom would have to be replaced to accommodate on demand hot water heater
 - More information needed regarding size of space heaters in the bathroom
 - Separate bid given for replacement of ceiling lights in the Duda Room with more information requested..
 - Motion made by F. Orloski seconded by G. Colt to accept bid from RCW Plumbing and Heating for \$3650 to install on demand hot water heaters
 - Motion made by F. Orloski seconded by B. Klinger to accept a bid from Mark Bussiere for electrical upgrades at the library not to exceed \$9945 with specifications to be provided before work begins on the space heaters and ceiling light fixtures.

Remaining funds for Technology

- B. Smith instructed Cyndi to go ahead on order what is needed for the library to spend remaining funds

New Business:

- Welcomed Debra Carney to the Board
- Energy Audit C. Steiner will follow up with Eversource regarding setting up an appointment for an audit.
- Old doors from closets and bathroom declared surplus property. The Building Maintenance Subcommittee will work on removing them.
Motion made by J. Ross seconded by R. Klinger all approved
- Bill submitted by Mark Symanski for assisting with removing and reinstalling handicapped ramp will be paid out of the FY24 Maintenance budget. As well as the bill for Hamshaw Lumber for fasteners and screws
- Library Strategic Plan expires on June 30, 2024. B. Smith asked Cyndi to create a timeline to present at November meeting
- Concern regarding exterior of library after it was sandblasted to remove the white paint

Next meeting will be October 11 at 6:00PM

Meeting adjourned at 7:19 PM by B. Smith
Motion: G. Colt seconded:D. Carney