

Burlington Public Library
Board of Directors Meeting
March 5, 2013
DRAFT

PLACE: Anne L. Walluk Community Room
ATTENDANCE: Hasskarl, Selinger, Mullen, Winter, Ragaisis, Troiani, Jennetta, Kryzanski, Hierl
ABSENT: Mazeau, Eberhard
CALL TO ORDER: 7:34 pm

- 📖 Minutes: 02/05/13: Ragaisis motioned to accept 01/13 minutes. It was seconded by Winter and carried.
- 📖 TAC business: Student Rep. Jennetta presented report. 1) There was a TAC meeting on 02/12. The next meeting is scheduled for 04/25/13. 2) The teen/tween crafts program is underway with a sewing machine project (Lead by Heather Taylor) and a massage program set up for the summer. A TAC subgroup has marked off the 'New to Us' books with red tape in the teen section of the library.
- 📖 Correspondence: 1) A letter of 02/14/13 from DRA Architect firm outlining a proposal of architectural and engineering services for an expansion. This proposal was reviewed by the board and will be submitted to the town for consideration in the 2013/14 Capital Budget. DRA will be working on the Harwinton Library expansion, according to their Library Director.
- 📖 Director's report: 1) Hasskarl presented the budget to date. She has resolved phone charges with ATT and BPL should be receiving an approx. \$900-reimbursement. The library will have a CT state phone contracts which will result in better fees for the library. The long-distance phone calls will be \$.046. Caller ID will be added to the services. 2) On 03/15 the library will close at 3pm for a ~2 hr staff development. 3) A Martin Landscaping quote of \$1500- for spring clean up (mulching, aerating etc.) was discussed. Once the services are completed and the bill comes in, it will be posted to the building maintenance line item. 4) Highlighted programs: 03/12 Mountain Lion program presented by DEEP and a showing of the movie "Lincoln" on 03/30 at 1pm. 5) Take your Child to the Library program on 02/2/13 had over 300 attendees.
- 📖 Building: Punch List: 1) The Book Sale Room painting (yellow) is almost complete. 2) O'Donnell Bros./roof contractor were at the BPL 2x over the last few weeks to inspect 2 ceiling leaks. Winter went up on the roof with them. They could not find a source. They did do some gutter cleaning. Gutter cleaning should be added to the punch list as an ongoing maintenance task. 3) Winter received go-ahead from the town building inspector to close up the louvers in the Quiet Area. They will be boarded up from the inside. This had been previously done in the Children's room.
- 📖 Miscellaneous: 1) The board should know of the town's decision/commitment to the library expansion before the May 2013 town budget hearing. Selinger presented ideas for maintaining project momentum and town support, especially during the summer months when the board does not meet. These ideas were discussed at length. Board members will give thought to composition of building, promotion and fundraiser committees for the library expansion.
- 📖 The next meeting is on 4/2/2013 at 7:30pm.
- 📖 Adjournment: 9:45 pm.

Respectfully submitted,



Carol O. Troiani
Recording Secretary