

**Burlington Public Library**  
**May 5, 2015**  
**Board of Library Directors' Meeting Minutes**

**Call to Order:** 7:30 p.m. in the Anne L. Walluk Community Room by Sandy Mazeau, President.

**Attendance:** Craig Winter, Sandy Mazeau, Alyssa Colasanto, Laura Hedenberg, Sandra Hierl, Kimberly Lawton (Student Liaison), Mike Ragaisis, Sri Srinivasan, Marie Spratlin Hasskarl, Library Director

**Absent:** Jodi Kryzanski, Kevin Mullen

**Minutes:** April 7, 2015 – It was noted that while the minutes of February 3, 2015 indicate they were approved, they do not indicate who made the motion or seconded it. In New Business, “monthly updates to BOLD from Library Association” should further say “and to the Library Association from BOLD” by member or Marie.

Motion to accept minutes as amended Mike Ragaisis, seconded Alyssa Colasanto, minutes approved

**Correspondence:** Marie shared a letter from Ted Shafer, First Selectman to Tom Newman, CT State Library Grant Administrator, indicating that funding is in place for our renovation expansion.

**TAC:** The group will be using the Google spreadsheet to develop an exact schedule of who is volunteering when and to do future scheduling. The Grades 5-12 summer reading program, *Unmask the Power of Reading*, begins with a June 27 ComicCon Festival. Members, under the guidance of Sara Lo Presti, will make posters and put them up at school to advertise the event.

**Director's Report: Summer Reading** begins June 23. The adult program is *Escape the Ordinary*, the Grades 5-12 *Unmask the Power of Reading*, and preschool to Grade 4 *Every Hero Has a Story*. The Summer Reading Program will kick off June 23 with a barbeque sponsored by the Lions' Club.

**Budget:** The budget is at 85% as of the end of April.

**Statistics:** Number of visitors is up, while circulation is down slightly. The cumulative circulation for the year, including online, is up, and interlibrary loans are up significantly.

**Highlights:** BLA held their annual book sale. Two outside groups used the Community Room. A Home School Book Discussion Group began. Staff met to discuss expansion plans. The library will close at 1:00 on Friday, May 8.

**State Budget:** Much of the funding that was eliminated in the initial state budget has been restored at varying levels. We will have exact numbers when the final state budget is approved. Current indications are that most programs and services will be able to continue.

**Poet Laureate:** No one has come forward yet.

**Guidelines:** Marie handed out copies of Working Together: Roles and Responsibilities Guidelines, outlining responsibilities of the Library Director, Trustees, and Friends.

**Punch List:** Landscaping will take place only in the front of the building this year. The boxwoods are dying, but will not be pulled out until the renovation work is being done. The back door is no longer swollen and can be used again. Marie noted that there is crud on the bottom inside of the oil tank. It may need cleaning if we don't convert to propane. As part of the new expansion, the wiring to prevent ice dams needs to be changed in the back.

**Ongoing Business:** Four members' terms will expire in June. Craig Winter, Alyssa Colasanto, and Sri Srinivasan indicated they will continue on the board. Sandy Mazeau will call Kevin Mullen to see if he is interesting in continuing.

**Expansion:** We will have to have an RFP for an architect. A brief discussion was held concerning the differences between general contractors, construction managers, and clerks of the works. The Board then worked to develop a list of qualifications and expectations for potential members of a Building Committee. We will solicit applications to be on this committee by placing an ad in the Valley Press, posting information on the Library website, and posting information in the library.

**Communicaton:** A discussion was held on ways to formalize and improve communication between BOLD and the BLA. A suggestion was made that the BOLD work with Marie to develop the wish list she presents to the BLA for items not covered in the regular town budget.

There will be a town budget hearing in May.

**Town Budget Vote:** Tuesday, June 2, 7:30 p.m. in the Town Hall

**Next Meeting:** **Tuesday, June 2, 6:30 p.m. Note the earlier time—we will adjourn to attend the budget vote.**

**Meeting Adjourned:** 9:36 p.m.

**Submitted by:** Sandra Hierl, Acting Secretary