



SHELTON LIBRARY BOARD MEMBERS

James Geissler
Joan Feeley
Aleta Miner

Stephen Bellis
Jean Cayer
Julie Blakeman

Minutes From Board of Directors Meeting
Tuesday, February 14, 2017
Plumb Memorial Library

ATTENDEES

Stephen Bellis, Joan Feeley, Jean Cayer, Aleta Miner, Julie Blakeman, Marcia Austin

MEETING WAS CALLED TO ORDER AT 6:33pm

1. Public Portion – none
2. Secretary's Minutes – Motion to approve made by Steven Bellis, second by Jean Cayer. Motion passed unanimously.
3. Treasurers Report – Marcia Austin provided reports to board.
4. Librarian's Report – motion to approve made by Joan Feeley, second by Aleta Miner Motion passed unanimously. .
5. Committee Reports – no committee reports
6. Monthly Bills – Jean Cayer and Aleta Miner signed monthly bills
7. Correspondence/Gifts –
 - a. Thank you card was sent for remembrance flowers in honor of Harriet Finn
 - b. Association of CT Library Boards sent a letter requesting Shelton join the ACLB, for a fee, to help improve effectiveness of libraries statewide
 - c. A patron of the library, Jerome Bloom, wrote a letter stating his concern with the content of a DVD (available for rental through the library) titled; "The Life Before Her Eyes". All material in the library has been approved by the director. The board feels the judgement of the director should be maintained in the matter of materials available for rental.

8. Old Business –

A. Branch

Julie Blakeman called maintenance regarding black soot coming from all vents in the Plumb Library. Michele in the maintenance department has sent someone out to check the issue.

B. Finances/Banking

- a. No communication with Peter Kirschenbaum has been received since the January email. Steve Bellis will follow up for suggestions as well as possibility of lowering annual fees.

C. New Director Position

- a. Joan Feeley reports the scheduled written tests for the five director applicants was cancelled due to inclement weather. The new written test date is scheduled for Wednesday February, 15th.

D. Red Lion Window Update

- a. Joan Feeley shared a broken down report for the restoration of the red lion window. The 400+ hour project is an intensely detailed process. Discussion tabled until next meeting.

E. Beautification

- a. Julie Blakeman will contact Kathy Messina to discuss options for the meeting room renovation.
- b. Steve Bellis will continue researching possible floor, paint, and ceiling options
- c. Aleta Miner will be in contact with electricians to evaluate the outside lighting by the front right walk way.

9. New Business

A. Marcia Austin has submitted the 2017-18 Library Budget in the absence of an official Library Director. Thank you Mrs Austin.

B. April Luncheon – will take place on Thursday, April 20th. Aleta Miner will contact Seasonal Sweets to make catering arrangements. Discussion will continue next meeting.

C. Julie Blakeman met with Mayor Lauretti to discuss status of the ongoing elevator installation. The meeting happened on January 24, 2017. The remarks were as follows: The bid for the elevator will go out next week, the building inspector will look at restrooms to determine if they need upgrades to meet ADA standards, agreeable to change out carpet if over ten years old possibly at the same time as elevator, agreeable to shutting down library for up to one weeks time to install said elevator and carpet. At the date of the meeting no bid for elevator had gone out.

D. Valley Community Fund (VCF) will be writing an article regarding the anniversary of the Plumb Tricentennial Fund. A motion to officially name the fund "Plumb Memorial Tricentennial Fund" was made by Jean Cayer, the motion was second by Joan Feeley. The motion passed unanimously.

10. Adjournment - 7:47pm motion to adjourn made by Steve Bellis, second by Aleta Miner. Motion passed unanimously.

NEXT MEETING TUESDAY, MARCH 14, 2017

Respectfully Submitted By; Julie Blakeman, Secretary.



SHELTON LIBRARY BOARD MEMBERS

James Geissler
Joan Feeley
Aleta Miner

Stephen Bellis
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MOTIONS

Motions from Library Board
Tuesday, January 6, 2017
Plumb Memorial Library

ATTENDEES:

Stephen Bellis, Joan Feeley, Jean Cayer, Aleta Miner, Julie Blakeman, Marcia Austin

PUBLIC PORTION

None

SECRETARY MINUTES

Steve Bellis made motion to approve minutes, second by Jean Cayer. Motion passed unanimously.

LIBRARIANS REPORT

Joan Feeley made motion to approve reports, second by James Geissler. Motion passed unanimously.

OLD BUSINESS

None

NEW BUSINESS

Jean Cayer made motion to officially name the VCF fund account “Plumb Memorial Tricentennial Fund” Motion was second by Joan Feeley. Motion was passed unanimously.

ADJOURN

7:47pm Steve Bellis made motion to adjourn, second by Aleta Miner, motion passed unanimously.