

**Andover Library Board of Directors  
Meeting Minutes  
June 3, 2019**

Chairman Cathy Desrosiers called the meeting to order at 7:05 pm.

**In attendance:** Cathy Desrosiers, Linda Fish, Dianne Grenier (Secretary), Lisa Kurtz, Julie Victoria, Sharon Shevchenko (Board Alternate), Amy Orlomoski (Librarian) and Gretchen Stein (AFOL).

**Absent:** Jeff Ballard (Board Alternate), **Alternate Seating:** None

**Additions to the Agenda:** Amy Orlomoski added: 8c. "Staff Sabbatical", Dianne Grenier added 8e "Terrace Wall Repair"

**Adoption of the Agenda:** Motion to accept by Julie Victoria, Seconded by Lisa Kurtz., Approved by all.

**Secretary's Meeting Minutes:** Linda Fish motioned to accept the minutes of the May 6, 2019 meeting  
Seconded by Julie Victoria. Approved by all.

**Librarian & Financial Report:** Motion to accept by Dianne Grenier, Seconded: Julie Victoria. Approved by all.  
Nothing unusual to report. Budget spending on track.

Circulation: 1109 Collection Size: 19,470 Comp. Use: 61.5 hr. Programs: 14 Patrons: 671

**Unfinished Business:**

**CEN (CT Educational Network) fiber-optics application status:** Nick Gruner moved the card catalog in the break room to make room for electrical wiring work and fiber optics equipment. The equipment has been ordered and an electrician from Middlesex Communications to do the work on Saturday, June 8<sup>th</sup> from 10:00 am – 6:00 pm. Amy to ask the electrician about the installation of a "whole house surge protector". Amy reported the check from State has not been received yet. Board members discussed funding for items not covered by the Grant to come from the Library's savings account.

**Connectivity Grant** – Cathy Desrosiers reported it is with the Planning and Zoning Commission.  
Public hearing scheduled for July 3, 2019, in the Town Hall Community Room.

**Task List:**

**Mural Project** – Continue to wait for Martin Geoghegan to prepare concrete wall prior to painting.  
Rainy spring has delayed work.

**Outside Bulletin Board:** Cork has been purchased. Jeff Ballard to work with Eagle Scout, Jake Gross to finish his project.

**Handrail replacement/repair:** Julie Victoria motioned to have J. Sparks Welding repair front handrail for \$625. Linda seconded the motion. Approved by all. To have work completed prior to July 1, 2019.

**Carpet Cleaning:** On schedule for June 14, 2019.

**Septic Pumping:** Skips Septic Co. came to pump tank but was unable to because bolts were rusted and couldn't remove the cover. They will return and replace bolts. Board suggested stainless steel bolts  
Amy Orlomoski to call and make a new appointment.

**Security Cameras:** Board to research details. Friends of the Library to provide funding.

**Whole house surge protector:** Amy to speak to electrician installing fiber optics.

**Chimney repointing:** To get quotes for work.

**Bike Rack installation:** Board decided to wait until after new sidewalk from Community Grant is installed.

**New Business:**

**Staff Sabbatical** – Amy Orlomoski reported that Cathy Campen has informed her she will be taking a sabbatical starting August 1st until January 1st. The board members were saddened to hear this as Cathy Campen is a valued 20-year employee who will be sorely missed and difficult to replace.  
Redistributing her duties was discussed. Amy Orlomoski will handle the details. Julie Victoria and Lisa Kurtz to help with Story Hour.

**Terrace Wall repair** – Reports of "Terrace Wall failing" was discussed. Original wall builder, Ron Bisson, was contacted and said he inspects the wall each year and said all is well. If anything should need to be done he would address it. Board members inspected the wall and didn't see any issue of immediate concern. Wall had been struck by a car in the past shortly after wall completion.

**Downstairs Electrical** - Only one outlet in downstairs children's room is working. Julie Victoria checked Circuit Breaker box and found one switch was not fully turned on.

**Library House Cleaning Crew** – Library is not satisfied with the current cleaning contractor. Board of

Selectmen are currently addressing house cleaning contract for all Town Office buildings. Change is expected soon.

### Upcoming events:

State Representative, Robin Green to hold "Post Session Update" on Tuesday, June 11, 6:00 - 7:00 pm.

- Wednesday, June 19<sup>th</sup> – 6:30PM – *Prime Ways to Spot a Scam* with Luke Frey of the CT Better Business Bureau.
- Wednesday, June 26<sup>th</sup> – 6:30PM – *Justin Mazz Magic Show* at the Andover Town Hall Community Room. Summer reading kick-off event sponsored by *Andover Friends of the Library*.
- Thursday, June 27<sup>th</sup> – 3:30PM – *Jeepers Creepers!* with Riverside Reptiles
- Wednesday, July 3<sup>rd</sup> – 11AM-1PM – *Mrs. C.'s Imaginarium*: crafts from recycled items with Cathy Campen (also meets on all Wednesdays in July).
- Monday, July 15<sup>th</sup> – 7PM – *Connecticut Author Trail* presentation with **Liv Constantine** (sisters Lynne & Valerie Constantine) and their novel, *The Last Time I Saw You*.
- Wednesday, July 17<sup>th</sup> – 3PM – *Get Movin' And A Groovin' With Mr. Gym!* Program for kids.
- Wednesday, July 24<sup>th</sup> – 6PM – *Make a Felted Crab with Scrap Felt* (Kristen Walsh). Cost is \$30 per person; no experience necessary but participants should be age 14 & over.
- Wednesday, July 31<sup>st</sup> – 5-8PM – *Cardmaking with Dawn Ulrich-Kubica*, Session 1. Cost is \$10 per person; participants should be ages 12+.
- Friday, August 2<sup>nd</sup> – 6:30PM – The **Feinberg Brothers** return for a concert at the Andover Gazebo. Sponsored by Andover Friends of the Library & Andover Public Library Board of Directors.
- Thursday, August 8<sup>th</sup> – 5-8PM – *Cardmaking with Dawn Ulrich-Kubica*, Session 2. Cost is \$10 per person; participants should be ages 12+.

### Friends Comments:

Amazon Smile first check arrived for \$13

Brick Walkway: 136 Bricks have been sold. Some concern about brick engraving quality.

Friends to check all bricks for engraving flaws.

Membership: 127 Members.

Friend's New Treasurer is Lisa Burke.

Ice cream cart from Highland Park Market is all set for August 2<sup>nd</sup> Gazebo Concert

Friends Treasurer's books have been audited/reviewed. Everything is in good order.

Friends to consider a Book/Bake Sale at the Church on October 20<sup>th</sup>. Amy Orlomoski to check details and arrangements

FOTL Annual Meeting: May 23, 2019. Allocation of funds was determined. List of items to be funded to be sent to the Library Board of Directors.

### House Keeping Notes:

**Town-wide Cleanup Day** – April 27, 2019, Dianne Grenier and Cathy Desrosiers assisted members of the Conservation Commission at the Library handing out water, plastic bags, snacks and such. A successful event and Library will plan to participate again next year.

**Correspondences** - Sympathy card has been sent to Sandy Kent. Thank You note has been sent to Ron Bisson for landscaping work, Thank You note sent for William Maltzan memorial donation.

**Memorial Day Closing** – Brief discussion regarding why the long weekend closing (Friday – Monday) for Memorial Day and Labor Day holidays. Reason being low patron use and standard practice among libraries.

**New Library Hours** – Discussion regarding reevaluating the Library hours of operation. Possibly standardizing hours from September - May to Monday – Thursday 10:00 am – 7:00 pm. Closed Friday. Amy Orlomoski to provide Board members with Library usage data for early morning and evening hours.

**Public Comment:** None

**Adjourned:** 8:55 pm Motion Made by Linda Fish, Seconded by Lisa Kurtz

**Next meeting:** July 1, 2019

Respectfully submitted:

Dianne Grenier, Library Board of Directors, Secretary

THESE MINUTES ARE AN UNAPPROVED DRAFT UNTIL ACCEPTED BY THE ANDOVER LIBRARY BOARD OF DIRECTORS.