

WESTWOOD FREE PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING MINUTES

MEETING DATE: Monday, June 25, 2018

CALLED TO ORDER: at 7:03 p.m. by Dennis Farrell.

PRESENT: Martha Urbiel (MU), Dennis Farrell (DF), Noeline Grefrath (NG), Mike Violano (MV), Bev Karch (BK), Frank Zimmerman (FZ), Claudia Gonzales-Doell (CGD) and Beth Dell (BD).

SUNSHINE LAW: Read by DF.

PUBLIC FORUM: No members of the public were present.

MINUTES: A motion to accept the minutes of the May 21 meeting was made by BK; seconded by FZ. The motion carried.

TREASURER'S REPORT: The treasurer's report and cash management fund was presented by NG. The total of the checking account, cash management fund and capital account is \$232,311.37. A motion to accept the treasurer's report was made by FZ and seconded by CGD. The motion carried.

The current bills list (6069-6090) was distributed. A motion to accept the bills list was made by VF and seconded by BK. The motion carried.

MU remarked that the final payment for the new roof is \$16,720 and the total is approximately \$38,000 to be drawn from the Lakeland Capital Expense Account. The slate roof was not replaced and has no leaking problems. BK asked BD if the town needs to inspect the new roof. BD will find out. CGD stated that it is normal to withhold an amount of the final payment a final inspection. NG made a motion to authorize payment upon approval from the town administrator. FZ seconded the motion. The motion carried

DIRECTOR'S REPORT:

MU stated that programs funded by the Friends of the Westwood Library and donations to supplement the collection and literacy provide value to the community.

The International Dinner for the Literacy volunteers and students was a success. BD remarked that the dinner was well attended and there were accolades for the students and tutors.

The Summer Reading program was launched with a performance by Improv4kids. More than 150 children and parents attended the launch. The author of the One Book Westwood book will appear via skype at the end of the summer.

The Library is open Sundays during the summer for the first time in many years.

PRESIDENT'S REPORT: None.

OLD BUSINESS:

MU gave an update on the HVAC project. There was a presentation on June 7 by Derek Valenti from the state Direct Install Program. The meeting was attended by town administrator Ben Kezmarsky, a representative from Reiner, MV and VF. The scope of the project through the state Direct Install program is approximately \$58,000. MU will follow up with Ben regarding replacement of the HVAC unit for the children's area which is not included in the Direct Install project. BD asked if MU will be getting three bids for the children's HVAC unit.

The 100th birthday of Westwood Public Library will be celebrated on June 6, 2019. SG and NG are on the committee together with a few Friends of the Westwood Library. NG asked about a town picnic in Veteran's Park coordinating with the Westwood Heritage Society planned for Sunday, June 9.

NEW BUSINESS:

A motion to amend the Capital Expense Budget Schedule including the roof project was made by NG and seconded by MV. The motion passed with the six members present voting to approve.

MEETING ADJOURNED: A motion to adjourn was made by FZ; seconded by BK. The meeting was adjourned by DF at 7:46 p.m.