

WATERBURY LIBRARY COMMISSIONERS MEETING

February 13, 2006

5:00 p.m.

FINAL

Present: Margaret Luce, Harriet Grenier, David Cohen, Carolyn Fox. Bill Shepeluk, Town Manager.

Action Items:

-Action: FOL will create a position of Assistant Treasurer specifically to oversee a Building Fund. (this person should not be the same individual as the FOL Treasurer).

-Action: Jeff Kilgore recommends contacting a local CPA to set up an accounting process for the Building Fund. Margaret will contact.

-Action: Harriet will send a letter to Winooski Street residents explaining our current interest in a new Library Building and the proposed land swap and community gardens. Specifically, residents will be invited to review the feasibility study. Margaret will also write a project overview for Exit 10.

-Action: Mary K will contact Christine Graham/fundraiser to determine a timeline for instituting a community feasibility study. Additionally, Mary K. will review the costs of the study with Graham.

-Action: Jan will contact the Stowe Fire department which is planning a trip South (Katrina area) – inquire if can bring extra books (left from the branch library ‘giveaway’) to regional/local libraries in area. **Action:** Mary K. will contact the Windsor Women’s Prison and inquire about their interest.

1. Meeting called to order.
2. Adoption of agenda.
 - Add to Other Business: appointment of Nominating Committee.
3. Approval of January 9, 2006 minutes.
 - Minutes approved.
4. Public – no public.
5. FOL – no report.
6. Building.
 - Mary K. spoke with Jeff Kilgore re: a MOU between the Friends and the Commissioners for a Building/Capital Campaign fund for donations and contributions. **Action:** FOL will create a position of Assistant Treasurer

specifically to oversee a Building Fund. (this person should not be the same individual as the FOL Treasurer).

Action: Jeff Kilgore recommends contacting a local CPA to set up an accounting process. Margaret will contact.

-Land Swap. The proposal for a 'land swap' will be on the Village Meeting agenda. The Village Trustees agreed to put an article about the land swap on the warning for the Village Meeting. Jan will be present as she is a village resident.

Action: Harriet will send a letter to Winooski Street residents explaining our current interest in a new Library Building and the proposed land swap and community gardens. Specifically, residents will be invited to review the feasibility study. Margaret will also write a project overview for Exit 10.

-**Action:** Mary K will contact Christine Graham/fundraiser to determine a timeline for instituting a community feasibility study. Additionally, Mary K. will review the costs of the study with Graham.

7. Report of Treasurer - Harriet Grenier

-Treasurer's report was distributed.

8. Report of Library Director – Mary Kasamatsu

-Report distributed with the following highlights:

-Branch book 'giveaway' was successful. A 'thank you' was received from Thatcher Brook – the department which is planning a trip South (Katrina area) – inquire if can bring books school received numerous books. **Action:** Jan will contact the Stowe Fire to regional/local libraries in area. **Action:** Mary K. will contact the Windsor Women's Prison and inquire about their interest.

9. Report of Town Manager – Bill Shepeluk.

-Proposed budget was distributed and reviewed.

10. Other Business.

-Nominating Committee. David & Margaret have agreed to comprise a nominating committee.

12. Meeting adjourned. 7 pm

13. Next meeting. March 13, 2006.

Respectfully submitted,

Carolyn Walters Fox