

WATERBURY PUBLIC LIBRARY COMMISSIONERS' MEETING
Wednesday, October 15, 2014
Waterbury Public Library, 4:30 PM
Approved Minutes

Attending: Harriet Grenier, Margaret Luce, Freya Chaffee, Mary Kasamatsu, Alice Durkin, Dan DeSanto

1. Call meeting to order: 4:30 p.m.
2. Change/adoption of agenda: None
3. Approve minutes of September: Alice moved to approve minutes, seconded by Margaret. Approved.
4. Treasurer's Report: Market down slightly. Alice will pay the Paul Gillis invoice regarding insurance of the Janes collection with money from sale of coins, she will then transfer the balance to the Capital Campaign.
5. Library Director's Report:

Mary reported on packing upstairs contents for site visit walk through on Oct. 22. Decision on moving into the Steele building – Harriet talked with Alec at the architects meeting about a decision and in a phone conversation, Ed Steele said to go ahead and plan on it. Mary is mapping out a plan for positioning equipment & books, keeping most of the books on the perimeter walls.

Purchase of 1 AWE Literacy Station will be paid for by a \$1000 grant, and the balance of \$1600 paid with money from donations for equipment.

Ideas for storing books during construction: Mary is working on this issue (the estimate is to move approximately 5000 items to the temporary space and balance will need to be stored – approximately 1000 boxes). Mary can send better numbers regarding this later on. Mary is working on farming out boxes of books to people with space.

Nov 1 Fall Trustees Library Conference.

Town has scheduled a health insurance meeting for Thursday, the 30th. Decision to close library for that morning for the employee training.
6. Budget items for 2015: What will we be charged for the Steele building? Dates for the move? Probably will have a better idea after we hire the

construction manager.

Harriet needs Duxbury numbers to draft letter for 2015 request for tax money from Duxbury.

7. Progress of Identifying and starting Grant applications:

(New list from Christine Graham.) Margaret, Mary & others looked at possibilities. Margaret contacted the Lintilhac Foundation and talked about renewable energy projects – in particular, the geothermal heating and cooling system. Margaret and Barb drafted a letter to the Lintilhac Foundation outlining the project - this has to be sent by Friday. The request is for \$250,000. Alice moved that Library Commissioners support this request from the Lintilhac Foundation, seconded by Freya. Approved.

Mary's Report: Zoey contacted the Turrell Foundation – focus on grants for infants & toddlers – figuring out how to address this with expanded services for this age group. Discuss link between early literacy and the library (Dan will send information on this to Mary) and partnering with local day care facilities.

Janes Foundation - educational, underserved population (numbers connected to free and reduced lunch for children in the schools).

Gladys Brooks Foundation - sounds like it might fit our project.

8. Other Business:

Town employee breakfast will be October 29 at St. Leo's Hall.

Next Meeting – Monday, Nov 10, 2014,4:30