

East Norwalk Association  
Board of Director's Meeting Minutes  
June 20, 2017  
7pm

In attendance: Sarah Mann, Nicholas Clarke, Kathy Cray, Jim Anderson

Public: Debra Goldstein, Roberta Bauchner

Staff: Sylvia Archibald

Sarah Mann called the meeting to order at 7:05pm.

MSP the October 25, 2016 Board Meeting Minutes.

MSP with one abstention the June 16, 2017 Board Meeting Minutes.

Deb Goldstein asked that we notify the ENNA and the ENBA of the Summer Programs. The NICE Festival was mentioned as a possible place to promote the programs as well as that takes place on July 6<sup>th</sup>.

Deb also suggested that new East Norwalk residents can be notified of programs through contacting the registrar of voters, just email the registrar. Sylvia suggested a "Baby Welcome Kit" to the hospital as a resource for parents.

A brief discussion about the Book Nooks took place. Can they all be built to all look like the East Norwalk Library?

Sarah M. delivered the President's Report. Netology has come in and is working with the staff to address the technology issues at the library.

A meeting is coming up later in the week with TTD staff and Sylvia, SM, and KC to discuss ongoing maintenance concerns and how they will be addressed.

A discussion took place regarding the dumpsters in the back to help empty the container. SM and KC made an "executive decision" to get the dumpsters because the work was too overwhelming for their autos.

TTD has generously offered to recycle the metals for the library.

The basement closet is cleaned out and the "green room" is 80% cleaned out. We discovered a closet in the basement filled with electronics. Dan wants to keep them and use for recycling other computers.

Rick Tavella has offered to help us with changing light bulbs and other chores around the library when we need help.

The front stairs have been repaired thanks to the TTD and we are now waiting to have them painted.

The audit begins in July, we are prepared and don't expect any surprises.

Jim A. shared that we have lost two of the monthly renters. Monday evenings are now open. Country Squires are paid through the year. The Sheet Metal workers have not contacted us yet. Two Friday evenings are now open and every Saturday day is open. A discussion took place regarding the new security keys for the Van Zilen Hall. Jim asked about whether we could pursue installing a new sound system as it looks like we have the wiring in place. The Norwalk Exchange Club could be a resource.

Sarah shared with the board the possibility of the TTD purchasing blinds for the windows so that the sun would not be so blinding at the circulation desk and continue to damage the books. There is a possibility of an energy efficiency company coming into the library to complete an evaluation.

MSP President's Report.

Kathy C. shared the Treasurer's Report. The dumpsters are an unexpected expense. The director's salary is now in effect but we are in good shape for the time being. We will have the added expense of the Children's Programs coming up in July and August and we anticipate some IT expenses. The escrow account is closed. The auditor (Steven Hill) signed off on the request. What monies that were there were put in the checking account.

Sarah will transfer the ALA membership to Sylvia.

MSP Treasurer's Report

New Business.

MSP to have Roberta Bauchner join the East Norwalk Association Board of Directors.

Sylvia spoke about her first two days at the library.

MSP to Adjourn at 8:24pm

Respectfully submitted,