

Final

Goodwin Library Trustees Meeting Minutes June 11, 2019 Goodwin Memorial Library

Present:

Alison Donta-Venman
Jo-Ann Konieczny
Alan Weinberg
Maureen Devine
Meghan Campbell
David Moskin
Patrick Borezo, Library Director

Meeting called to order: 7:09 pm.

Approval of Minutes: The minutes of the May 14, 2019 trustee meeting were approved unanimously.

Director's Report:

The library had 1,647 patron visits, circulated 3,657 items and expended \$25,258.54 in May. Patrick will work with Drew Hutchinson of Hadley Media to get a handle on electricity costs attributable to Hadley Media in Goodwin to ensure proper allocation of expenses.

Charlotte Smith Bequest. David Nixon has requested that the trustees provide a statement in support of affirming the bequest for possible submission to probate court. The trustees reviewed a draft statement prepared by Alan and voted to forward to David Nixon who will discuss with Town Attorney Joel Bard. Alan will follow up with Nixon.

Capital Campaign. Patrick reported on donations received from Pride (\$2000), Beer Tasting Event (\$1,000), Pocket Fundraiser (\$3,000) and on upcoming solicitations with area businesses.

Trustee Email. The town has set up an email account for use by trustees to receive and respond to citizen inquiries. Jo-Ann will be the responder to emails received at <librarytrustee@hadley.org>

Kanopy: this video streaming service will be available to library patrons as of July 1st.

Summer Reading program will kick off on 6/19.

Building Committee Update:

Alison reviewed the bids received for construction of the new library. Since the bids came in higher than expected, it will only be possible to go with the base bid, not including any of the alternates. The lowest qualified base bid was \$6,158,000 submitted by Orlandi Allunni & Sons of Manchester, Connecticut. The architect and OPM have both recommended approval of this bid which has been approved by the Library Building Committee for submittal to the Select Board. The trustees also voted to recommend that the Select Board approve the bid.

The trustees discussed parking issues that are expected during construction of the new library, including providing for handicapped parking and the need to provide off-site patron and/or construction worker parking, possibly at the Russell School. This will be brought up by Alison at the next Select Board meeting.

Groundbreaking Ideas:

Further discussion on timing will be tabled until the new library contractor is on board and has an idea of construction scheduling.

Friends Update:

Maureen reported on recent Genealogy Workshop, Children's Author Event and Beer Tasting which the Friends helped sponsor.

Other Business:

Performance Evaluation for Library Director.

Performance Evaluation Forms for Patrick's FY2019 review have been distributed to the trustees as well as "360" forms to library staff. Completed forms are due by 6/18 and will be compiled and summarized by Alan and Maureen for discussion at the next trustee meeting.

Votes:

Motion to submit the draft statement of the trustees regarding the Charlotte Smith bequest to David Nixon was approved unanimously.

Motion to recommend that the Select Board approve the low bid of \$6,158,000 by Orlando Annulli & Sons for construction of the new library was approved unanimously.

Meeting Adjourned: 8:35 pm

Next Meeting: July 9, 2019

Respectfully submitted,

Alan Weinberg,
Secretary, Board of Trustees