



5 Bungay Hill Connector
Woodstock, CT 06281
Phone: (860) 974-0376
www.WestWoodstockLibrary.org

West Woodstock Library Association

06.16.2007 Board of Trustees & Annual Association Meeting Minutes

1. **Call to Order** - The meeting was held at WWL and called to order at 8:40 AM. Board members Susan Conover, Roger Gale, Cathy Lewis, Gail White, Sam Hunter, Liz Heckler, Paul Lynn, Mel Gronski, Petra Scandalito, Craig Tyler, and Gail W. White attended. Librarian Pat Pelloth also attended the meeting.
2. **Reading of 05.19.2007 Board of Trustees Executive Committee Meeting Minutes** – A motion was made by Roger Gale to accept the minutes from the 05.19.2007 Board of Trustees Executive Committee meeting into the records as presented. Gail White seconded and the motion carried.
3. **Treasurer's Report** – Gail White presented an update on the current financial state of the library, please see her report in the meeting handouts file. The library will be receiving \$14K in operating funds from the town for the 2007-2008 fiscal year.
4. **Committee Reports** - The following reports were presented.
 - A. **Building Committee** - Gail W. White reported that the new furnace has been installed along with the duct work. The cost came in a \$5,975 and that represents a 10% discount over current cost as Windham County Sheet Metal honored last year's quote. Moving forward, the plan is to complete the new section and law office and this represents about \$20K in costs. Gail said she will be submitting a letter of intent to apply for a grant with the state library board by August 29.
 - B. **Development Committee** – Roger Gale reported that the committee continues to work on fund raising plans but is in need of some publicity to help with these efforts.
 - C. **Community Committee** - The library shipped 206 paperbacks for Operation Paperback in the past year.
 - D. **Library Committee** – Susan presented an update and comparison on our circulation and patronage over the few months, please see her report in the meeting handouts file.

5. **Unfinished Business** - The following items were discussed.

- A. Mel Gronski reported that the Story Hour was a success over the past year and that it would be continuing this summer. There have been discussions about holding an evening story hour or perhaps a Saturday morning story hour in the fall but these plans have not been finalized yet.
- B. The town approved funds for the Verso Graphics project and the company has started work on converting our collection database. There will be training sessions scheduled in the coming months as the project moves forward towards completion.
- C. As previously noted, the town approved \$14K in funds for next years' budget along with \$10,702 for the West, East and North Woodstock library computerization project.
- D. It was noted that the Friends of the Library effort that was started several months ago appears to be stalled.
- E. Roger Gale reported that the following individuals were being recommended by the nominating committee to serve on the Board of Trustees. They are Susan Conover, Don Harding, Sam Hunter and Lucy MacWilliams for reelection and Whitney Bucci as a new candidate.

6. **New Business** – The following items were discussed.

- A. The nominating committee presented their recommendations on candidates to serve on the board of trustees for the 3-year terms that are open this year as noted in 5E. Roger Gale made a motion to elect these individuals, Sam Hunter seconded and the board members voted unanimously in favor.
- B. The board next acted on the election of board of trustee's representatives to the executive committee. Gail W. White and Roger Gale were nominated for this 1 year term position and the board members voted unanimously in favor.

7. **Adjournment** - The meeting was adjourned at 10:00 AM.

Respectfully submitted,
Craig Tyler