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West Woodstock Library Association

12.15.2007 Board of Trustees & 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, Don Harding, Roger Gale, Gail White, Marjorie Ellsworth, Paul Lynn, Petra Scandalito, Craig Tyler and Sam Hunter attended. Gail W. White and Mel Gronski had previously advised they could not attend.
2. **Reading of 11.17.2007 Board of Trustees Executive Committee Meeting Minutes** – A motion was made by Don Harding to accept the minutes from the 11.17.2007 Board of Trustees Executive Committee meeting into the records as presented. Sam Hunter pointed out an error in list of attendees as he was present at the meeting but not listed. The minutes will be changed in the permanent files to reflect this correction. Roger Gale then seconded and the motion carried.
3. **Treasurer's Report** – Gail White reported that the checkbook balance was \$8,079.46 as of 12/12. She will present an updated budget report next month.
4. **Committee Reports** - The following reports were presented.
 - A. **Building Committee** – Sam Hunter gave an update on the progress of the construction. The sheetrock is all up and ready to be painted. Larry Salo can finish the electrical work as soon as a coat of paint is on the sheetrock. Sam will select his choice of off white and/or yellow colors to move this forward as soon as possible. Susan is going to check with the NE District Board of Health to find out what the current regulations are for waterless toilets. We also need to set a date for an open house for the public.
 - B. **Development Committee** – Roger Gale advised that the committee will be meeting after the first of the New Year to regroup and define their efforts for 2008.
 - C. **Community Committee** – Craig Tyler had nothing new to report this month.
 - D. **Library Committee** – Susan advised that she will submit updated circulation and patronage figures next month. Pat Pelloth is entering books into the new Verso library circulation software on an ongoing basis. Once North and May Memorial are ready to begin tracking circulation with the software we are ready to go.

5. **Unfinished Business** - The following items were discussed.
 - A. Gail W. White and Pat Pelloth have been working on plans for furnishing the new library space.
 - B. Susan Conover indicated the North, West and East libraries will be meeting in January to begin work on the 2008-2009 budget request.
6. **New Business** – Susan Conover requested that Craig Tyler establish Board of Trustees meeting dates for 2008. The board agreed that the current Saturday morning schedule was working well for most trustees and that we should continue with that format. Please see the attached schedule.
7. **Adjournment** - The meeting was adjourned at 9:32 AM.

Respectfully submitted,
Craig Tyler