



TOWN OF MIDDLEBURY

Library Board of Trustees

MINUTES

SPECIAL MEETING OF THE LIBRARY BOARD OF DIRECTORS

Thursday, January 15, 2015 – 11:30 a.m.

Middlebury Library – The Meeting Room

Present: Rita H. Smith, Chairman
Ron Clark, Sr.
Robert C. Desmarais, Sr.
Marilyn Engelman
Bill Stowell
Peter Vaccarelli

Also Present: JoAnn LoRusso, Library Director
Barbara J. Whitaker, Recording Clerk
Chris Parker, Friends of the Middlebury Library

Call to Order with Pledge of Allegiance

The meeting was called to order by the Chairman with the Pledge of Allegiance.

Discussion

Review of accepted (January 13, 2015 Library Board of Trustees Meeting) Schematic & Guidelines for lower level storage area with the Friends of the Middlebury Library
The Chairman stated that the Board was meeting today to discuss the new schematic and guidelines that was approved by the Library Board on Tuesday, January 13, 2015.

The Chairman explained that the schematic (attached) gives the best use of the space including security for anyone coming in and out of the area.

Mr. Stowell explained that the wall units will be now attached to the wall and they will be bolted together instead of held together with hose clamps.

Chris Parker asked if there is space in the Library storage area for the Friends stack their books for the Book Sale. Mr. Stowell suggested that Mr. Parker work with JoAnn LoRusso, Library Director. Mr. Vaccarelli said that this would be fine as long as it was not permanent.

The Chairman stated that in addition to the schematic, they also came up with guidelines (attached) that they would like the Friends to adhere to. They are very concerned with safety and liability.

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Mr. Parker expressed concern that when they sort books and have them ready for the sale, they stack them on the floor. Chairman said that they are looking to have books removed from hazardous areas. Mr. Stowell said that on there will be a lined walkway where nothing can be stacked in.

Mrs. Smith indicated that Mrs. LoRusso has had some trouble with her key from the inside and that they are going to change tumblers in the inside and outside door. Mrs. LoRusso will give Mr. Parker a new key once she receives it from Public Works.

Mr. Parker will have to get the volunteers together to empty the shelves. Mr. Stowell said that he will check with Kevin Dawes to see when the reconstructing will take place.

Mrs. Smith asked how many members are a part of the Friends at Middlebury Library; Mr. Parker said that there are seven. Mrs. Smith handed Mr. Parker acknowledgements for Friends and requested that each member sign the acknowledgment saying that they were presented a copy of the schematic and the guidelines and that they be returned to the Library Director.

Mrs. Smith said that she feels the schematic and guidelines are a good thing.

Mr. Parker thanked the Board for their time and consideration on the storage area. The only space problem is once they've sorted donations, they just need a place to stack the books, other than that he sees no problems at all. Again, Mr. Stowell suggested that Mr. Parker work with JoAnn LoRusso, Library Director on this issue.

Adjournment

Mr. Clark MOTIONED to adjourn, SECONDED by Mr. Desmarais. Unanimous approval.

These minutes are submitted subject to approval.

Respectfully submitted,

Barbara J. Whitaker

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Recording Clerk