

Seymour Public Library Board of Directors
REGULAR MEETING MINUTES
May 19, 2011

Present: Loreen Coe, Joyce Koslowski, Steve Kulas, Pauline Lounsbury, Diane Sosnovich, Carol Ralston, Library Director

CALL TO ORDER convened at 7:00 p.m. with pledge of allegiance led by Diane Sosnovich.

APPROVAL OF MINUTES from April 21, 2011 meeting was granted without any additions/corrections.

Motion to Accept: Steve Kulas; Second: Loreen Coe 5-0-0

ENERGY AUDIT: Mr. Tom Wallace, a member of the town Energy Committee, was present to explain and answer questions about the energy audit performed at the Library in March. He was joined by his associate, Mr. Joe Deegan. The committee's findings were distributed to the Library Board. Basically the findings were as follows: all outer doors leak; two window air conditioners in basement have air gaps; significant air leaks exist along top of bookshelves in original section of library; inadequate insulation in ceiling causing air gaps through light fixtures, air duct louvers, and exhaust fan louvers;

Recommendations: caulk and weatherstrip doors to eliminate drafts; plug up leaks around air conditioners; seal leaks along top of bookshelves; insulate attic with 15-16" R50 value fiberglass. Before insulation of attic can occur, several tasks need to be done which include raising the catwalk to allow insulation underneath. Abandoned equipment, fixtures, pipes need to be removed. Increasing attic insulation may require increase of attic ventilation to prevent condensation in attic. Soffit vents would need to be added to prevent mentioned condensation.

The Energy Committee is in the process of checking all town buildings and bringing their findings before the Board of Selectman. The Town Engineer would decide if the building needed more venting prior to increased attic insulation. Town Energy Committee could recommend a grant application.

The Board was thankful for the presentation and recommendations. They will discuss the most cost effective ways to follow up with the recommendations.

TREASURER'S REPORT: The Treasurer's Report was accepted.

Motion to Accept: Steve Kulas, Second: Loreen Coe 5-0-0

LIBRARIAN'S REPORT: Carol Ralston, Library Director, informed the Board that the grant request for the Community Foundation of Greater New Haven was turned down in regard to painting trim on the library. Chris Battis will be including this project in her STEAP (Small Town Economic Assistance Program) request. A number of other libraries had been granted significant amounts of money from this grant.

Dennis Rozum was able to secure a new lawn tractor for the library under a program sponsored by the DEP. The equipment retails at \$2,000.00 and the cost to the library was \$370.00.

Budget request was approved in the second referendum. Salaries for the staff in the clerical union were approved. All other requests remained the same.

The new Bibliomation system seems to be a smooth transition and going along well.

UNFINISHED BUSINESS: None

NEW BUSINESS: Carol showed the Board the solid acrylic slab to be used for the circulation desk to replace the worn laminate currently on the desk. The solid vinyl flooring to replace the old worn carpet in the foyer leading to the circulation desk was also displayed. The flooring will stand up to constant impact in all kinds of weather. The Board was very pleased with these choices. The only question was whether the acrylic top is fire proof. Carol will find this out before placing the order.

Motion was made to approve new flooring and countertop by Steve Kulas.

Motion to Accept: Steve Kulas; Second: Joyce Koskelowski 5-0-0

Approval of transfer of funds as outlined, 2,605.00 May expenditures.

Motion to Accept: Steve Kulas; Second: Diane Sosnovich 5-0-0

Motion to Adjourn: Steve Kulas; Second: Loreen Coe 5-0-0

Next Meeting: June 16, 2011

Respectfully Submitted, Cheryl Abbott, Recording Secretary