

Minutes of the Meeting  
Kent Memorial Library Commission  
February 10, 2015

Bob Brooks called the meeting to order at 7:09 PM.

**I. Roll Call of Members**

Present: Mike Alexopoulos	Robert "Bob" Brooks
Sam Coatti	Rebecca "Becki" Fuller
Joan Greenfield	Kathie Harrington
Claire Kawalec	Chris Rago
Bruce Rietberg	Robert "Bob" White
Jackie Hemond – Library Director	

**II. Public Participation**                      None

**III. Minutes**

Motion to approve Minutes of January 13, 2015 with no changes made by Bob White. Seconded by Chris Rago. Passed unanimously.

**IV. Communications Received**

Claire Kawalec advised she received a check from the Kent Family Trust (Eugene and Lois Kent) for \$29,746.85 re the passing of a donor. To be deposited to Kent Memorial Library Endowment Fund.

**V. Report of the Director**

Jackie Hemond attended the semi-monthly Permanent Building Commission meeting – renovations are expected to start in March; recent estimate is at least December 2015 to reopen. Jackie has applied for a small Zak grant. The Historical Society may contribute some funds towards removal and storage of historical documents. She understands that if the historical documents/books are to be redisplayed properly when moving back in, we would need double the room of our present Historical room – to discuss further later. Jackie reminded us of grave concerns of the staff regarding areas not to be refurbished – present washrooms, staff workroom, Gallery kitchen closet – to discuss options later.

Jackie has not yet been able to arrange formal Police patrols down the road to watch the Library – will continue to try.

**VI. Standing Committees Reports**

Finance Committee – Claire – see # IV above.

**VII. Special Committees Reports**                      None

### **VIII. Unfinished Business**

Preservation of the Historical Room during renovations – see # V above.

### **IX. New and Miscellaneous Business**

- (a) Proposal to consolidate committees – discussed and decided to remain as they are.
- (b) Proposal to amend guidelines for attendance at meetings. Discussed and decided to eliminate #5 of By-Laws – will now have no requirement of minimum attendance. Proposed by6 Kathie Harrington; Seconded by Sam Coatti. Passed unanimously.
- (c) Potential improvements to present restrooms and staff workroom during renovations. See # V above. Discussed – repainting will not solve problem. Needs full redo – eg. New floor, walls, fixtures, etc. Jackie to discuss again with staff and bring to next meeting.
- (d) Historical Room moving costs – Jackie received quotes from Northeast Document Conservation Center (\$5,400 + other costs and restrictions) and William B. Meyer (in Windsor) - \$7,241.12 + \$703.80 per month. Meyer provides better facilities for our purpose, easy access to our records, and firm numbers – our preferred choice. We will likely hold a Special Meeting later to finalize this after investigating a few other facts.
- (e) Charter Review Commission proposals – see IX (a) above. In general, the Commission is looking to reduce member numbers in all commissions and Boards.
- (f) Other – plan to discuss changes to Kent Memorial Library By-Laws.

### **X. Adjournment**

Bob Brooks adjourned the meeting at 8:25 PM.

The next meeting will be March 10, 2015.

Respectfully submitted,

Bruce Rietberg  
Secretary  
February 20, 2015

Future 2015 Meetings : March 10, April 14, May 12, June 9, September 8, October 13, and November 10 + Financial Meeting in December.