

Willington Public Library  
Board of Directors  
Special Meeting  
Nov. 15, 2021

*Roll call and establishment of quorum*

*Present: Kathy Ryan, KarenAnn Caldwell, Joan Taraskiewicz, Rebecca Cartabiano, Debbie Linares and Hope Gove ( interim co-directors) Absent: Elena Testa and Joy Wrona.*

**Call to order** 7:02 pm.

*A quorum was established.*

*This meeting was held online via ZOOM. It is a Special Meeting convened to finish the business started on Nov. 8, 2021. That meeting was hacked and "ZOOM Bombed".*

**Minutes:** *The minutes for the September and October meetings were accepted on Nov. 8 so they do not have to be accepted today.*

**Communications:** *There was a letter from Robin Campbell. There is an official library board email on Outlook. It can be found on the library board page of the WPL website.*

**Treasurer's Report:** *The treasurer's report was given on Nov. 8.,2021. The amount credited to the memorial project was high. This money was already in the account. It came from donations.*

**New Business:** *KarenAnn make a motion to move the New Business part of the meeting because we have a guest speaker. Kathy seconded the motion. It passed unanimously.*

*Mr. Ralph Tullis shared a PowerPoint presentation with pictures of the outside of the building. He discussed the things that need to be updated and/or repaired.*

- *The chipping off of the stucco is not a high priority issue; it is mainly cosmetic.*
- *There are several places where the masonry needs to be repointed*
- *Some of the cracks seen in the stucco are due to the normal shrinking of the foundation during construction.*
- *The compressors for the air conditioning units need to be cleaned and serviced.*
- *The presence of moss in several places indicates a wet environment. These places need to be cleaned up.*
- *The back door (in the unfinished part) need attention. The trim is rotting near the concrete slab. The slab is not pitched correctly for the water to run off so moss is accumulating on the slab.*
- *There are some cracked façade blocks on the corners. These cracks need to be filled to prevent water from seeping in.*
- *A sealant should be used to fill the cracks between the retaining wall blocks and the sidewalk.*
- *The top blocks on the retaining wall should be sealed*
- *The wood trim and the gables need to be painted or stained.*

- The downspouts near the front door may not be large enough to accommodate the amount of rain that they are expected to handle. This allows water to pond in the front area

**Director's Report:** The directors have been approached by one contractor, Cenaxo, who specializes in masonry and concrete work. This may be a good company to give us an estimate for the work,

The Friends of the Willington Public Library will be having a craft fair and bake sale on Dec. 11, 2021. They are looking for people to donate baked goods.

IRS 990 Form. Was sent to board members for their approval. Once board members indicate that they approve of it, Rebecca will sign and return it.  
All board members have to sign a conflict of interest form.

Monthly drawing: October drawing we made \$33. November's drawing will be a \$25 gift certificate donated by Willington Pizza.

Berkshire Bank Fees: We are paying high fees with our current bank accounts and we may need to switch the type of accounts.

#### **Old Business:**

**Monies and Investments:** We need to consider whether to continue using our present bank accounts or to change them because of our current high fees. The directors are working with the bank to determine whether we need to switch to another kind of account.

Joan has advocated for creating two committees: a grounds and building committee and a policy committee. There has been a policy committee in the past, but we will wait until all members are at a meeting to renew it...we want to see if the previous members want to stay on the committee.

**Foundation Assessment:** The report is available at the town offices. There is no existing problem with the library's foundation. The building envelope does need some work and needs to be maintained on a regular basis.


Job descriptions are a project for the Policy Committee. All employees need to have a job description, including the Interim Directors. There are other adjustment to the by-laws that need to be made. This discussion was tabled until the next meeting.

We will be electing officers at the December meeting.

#### **Adjournment:**

Joan moved to adjourn the meeting at 8:43 pm. Kathy seconded. The motion passed.

Respectfully submitted:  
JoAnne Taraskiewicz,  
Secretary.

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