

**Minutes of Meeting  
Kent Memorial Library Commission  
January 8, 2013**

Lynne Cigal called the meeting to order at 7:00 P.M.

**1. Roll Call**

**Present:** Mel Chafetz, M. P. Coatti, Lynne Cigal, Joe Grimard, Claire Kawalec, Jason Lobo, Bruce Rietberg, Bob White, and Joyce Wilson.

**Absent:** Michael Alexopoulos and Chris Rago.

**Also Present:** Library Director Jim McShane.

**II. Public Participation**     None

**III. Election of Officers**

Mel Chafetz presented the following slate of officers for the 2013 year: President - Lynne Cigal, Vice-President - Bob White, Treasurer - Michael Alexopoulos, and Secretary - Joyce Wilson. Mel Chafetz made the motion, seconded by Bob White, to accept the slate of officers. The motion passed unanimously.

**IV. Minutes**

M.P. Coatti made the motion, seconded by Bruce Rietberg, to accept the November minutes. The motion passed unanimously.

**V. Communications Received**

Lynne Cigal received a letter of resignation from David Battle that she read to Commission members.

**VI. Report of the Director**

- Jim McShane attended the January 3 meeting of the Chamber of Commerce where he proposed their joining the Library in a yearlong celebration of Suffield. The Chamber welcomed the proposal and a program will begin in April.
- The slatwall bookcase ends and magazine displays ordered last month have arrived and will be assembled this week.
- The display case being made for the local history collection should be completed this month.
- Freegal, a downloadable audio database that allows patrons to download three songs a week for free, is now available to library cardholders.

**VII. Standing Committee Reports**

Lynne Cigal emailed updated Committee assignments to all Library Commission members.

### **VIII. Unfinished Business**

After a detailed examination and revision of the draft of the By-Laws of Kent Memorial Library Board of Trustees, Joe Grimard made the motion, seconded by Bruce Rietberg, to approve the revised By-Laws. After further discussion, Mr. Grimard and Mr. Rietberg withdrew their motion. Following additional discussion and revision, Bob White made the motion, seconded by Bruce Rietberg, that all the agreed-upon changes to the draft of the by-laws be accepted. That motion passed unanimously.

The Town received three bids for the proposed ADA-approved library entrance. After studying the three bids, the Board of Selectmen voted to give the design study for this ADA project to Techton. The total cost of this study will be \$79,850. Since the Library Commission had earlier allocated \$40,000 for this study, M.P. Coatti made the motion, seconded by Joe Grimard, that the Library Commission approve up to an additional \$40,000 for the design and engineering study by Techton. The total allocation will not exceed \$80,000. All but one voting member of the Commission voted in favor of the motion. Bob White abstained.

The Board of Finance requested that a member of the KMLC attend their meeting on January 14 at 7 P.M.

### **IX New Business**

The Finance Committee, chaired by Michael Alexopoulos who is assisted by Claire Kawalec and Mel Chafetz, recently learned that Merrill Lynch can no longer manage the Library's funds. The Committee has scheduled a meeting with their representative at Merrill Lynch, David Goodwin, to discuss closing these accounts. That meeting will take place Thursday, January 17, at 6:30 P.M.

Lynne Cigal noted the opening on the Commission created by David Battle's recent resignation. A discussion ensued regarding potential new members.

The next meeting of the KMLC will be Tuesday, February 12 at 7 P.M.

### **X Adjournment**

Jason Lobo made the motion, seconded by Claire Kawalec, to adjourn at 8:32 P.M.

Respectfully submitted,  
Joyce M. Wilson  
January 15, 2013

