

**Library Board of Director's
Meeting Minutes
December 18th, 2013**

Roll Call:

Meeting Called to order:

Time: 7:12 p.m.

Location: Brookside Restaurant, 231 Oxford Road, Oxford

In attendance: Gawitt; O'Brien; Keating; Joncyk; Brosious, Gawitt.

Also in attendance: Higginson, Ciullo.

Acceptance of November 2013 Minutes:

Motion: Keating; Second: Joncyk.

Vote: 5-0.

Abstain: Federowicz.

Audience of Citizens:

Art Rider,

Oxford, CT

Looking for programs at library geared to seniors: i.e. technology.

Treasurer's Report:

Submitted and presented by O'Brien:

Totals not including December's monies: Fiscal Year Totals: Copier: \$336.50; Video: zero;

Fines: \$429.20; Lost and Damaged Books: \$82.49. Grants total: \$5928.73; Gifts/Bequests:

\$61,575.36; Library Building Fund: no change: \$200.00.

Motion to accept Treasurer's report: Gawitt; Second: Joncyk.

Vote: 5-0.

Director's Report:

Planning and Building Committee met to discuss meeting with Board of Selectmen and Finance in January to present finished project. No meeting date set.

Holiday Raffle is finished: total net gain given in January at Friends of the Library open house, scheduled January 9th, 2014.

No new lease agreement executed for new copier/scanner/printer due to continued negotiations.

Monthly adult book discussion held.

Annual Line Item Budget request due January 15, 2014; draft submitted by Higginson.

New state wide library program library will participate in January to May to assess library's technology against benchmarks set in the program.

Children's Report:

Submitted and presented by Ciullo.

Various activities for children offered including:

Hanukkah and other holiday themed activities, a newly formed writing club, the monthly craft days as well as monthly story times, and the premier of "Sunny Days at the Oxford Library." "Sunny Days at Oxford Library" edited and produced by Ciullo and Correia.

Motion to accept Director's and Children's Reports:

Joncyk; Second: O'Brien.

Vote: 5-0.

Chairman's Report:

Old Business:

Federowicz will inquire into new camera for library or possibly fixing existing one.

New Business:

Clerk positions for town minutes pay rate to \$15 per hour. In Capital Request, requesting pay increase for part time library staff positions.

ACL dues due for Board Members; given to Higginson to execute payment.

Letter received by Library Board from Jim Hliva regarding questions which were submitted to Selectman George Temple regarding certain library monies/funds.

Letter received being submitted with December's minutes.

Special Meeting scheduled January 8th, 2014.

2014 meetings scheduled for third Wednesday of each month, excluding July and August.

As such:

Special: January 8th, 2014;

Regular: February 19th, 2014;

Regular: March 19th, 2014;

Regular: April 16th, 2014;

Regular: May 21st, 2014;

Regular: June 18th, 2014;

No scheduled meetings for July or August 2014;

Regular: September 17th, 2014;

Regular: October 15th, 2014;

Regular: November 19th, 2014;

Regular: December 17th, 2014.

Adjournment:

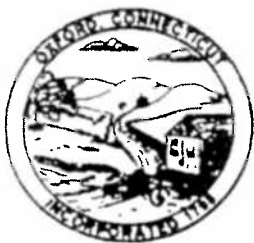
Motion to Adjourn: Gawitt; Second: Joncyk.

Vote: 5-0

Time: 8:41 p.m.

Respectfully Submitted by:

K. Solicito



TOWN OF OXFORD

S.B. Church Memorial Town Hall
486 Oxford Road, Oxford, Connecticut 06478-1298

November 22, 2013

To; George Temple, First Selectman

At a recent meeting of the Library Board their meeting minutes had some questions on Finances and they were going to write to you.

The following are the answers to the Questions.

Question: Strong estate Monies where are they.

Answer: The Town has only received \$77,902.81 to date. The remaining funds have not been distributed by the Estate of Marion Strong. From the date of receipt which was October 2012 until June 30, 2013 the money was in Naugatuck Valley Savings Bank. On July 1 the funds were transferred to Naugatuck Savings Bank. The balance in the account as of July 1, 2013 was \$77,954.76. The current balance is \$78,006.75

Question: Is there a separate account for Library Building Fund and if not, how do we set one up

Answer: There are two accounts for the Library Building fund. The first has been in existence for many year. It is at TD Bank and the balance as of October 31, 2013 is \$4,822.14. The second account is in the Town of Oxford Special Activity Fund. The current balance is \$200.

Question: Where are the monies appropriated from the Polka Fest (approximately \$10,000)?

Answer: I have never heard of the Polka Fest and there is no separate account. The Library does have an account for Gifts and Bequests in the Town of Oxfords Special Activity account. There is currently \$59,110.36 in the Gift and Bequest account

Question: What financial institution is holding the grant monies?


Answer: The grant monies are being held at Naugatuck Savings Bank. The current balance is \$5,928.73


Question: Where are the \$4,900.00 bequest monies from 25 years ago?

Answer: I do not know what funds you are referring to but there are the two accounts listed above. Library Construction with a balance of \$4,822.14 and the Gift and Bequest account with a balance of \$59,110.36

If you need any further information, please let me know

Thanks


JIM HLIVA

13 DEC 22 PM 1:49
TOWN OF NAUGATUCK, CT

TOWN CLERK