

Unapproved

**Wethersfield Library Board  
Minutes of June 27, 2017**

**Members present:** Martha Conneely, George Kelly, Peter Denegre, Mary Frazier, Hannah Granfield,

**Members excused:** Joe Aguiar, Dorene Ciarcia, Laila Mandour, Terry Santapaola

**Others:**

Brook Berry, Library Director  
Amy Bello, Town Council Liaison  
Carolyn Vallieres, Friends of the Wethersfield Library

Vice-Chairman Martha Conneely called the meeting to order at 7:06 p.m.

**PUBLIC COMMENT:**

None

**ADDITIONS/CHANGES TO AGENDA:**

None

**APPROVAL OF MINUTES OF THE MAY 23, 2017, 2017 MEETING:**

Peter Denegre moved to approve the minutes of the May 23, 2017 meeting as amended. Hannah Granfield seconded. All present voted in favor, except Hannah Granfield, who abstained.

The motion passed, 4-0, with 1 abstention.

**FRIENDS OF THE WETHERSFIELD LIBRARY:**

Carolyn reported that the Friends' table at the Memorial Day weekend market in Old Wethersfield May Market was very successful. Book donations continue to come in. The Friends will not meet in July and August. The annual meeting in the fall will again be incorporated with a volunteer recognition event.

**TOWN COUNCIL LIAISON REPORT:**

Amy Bello summarized the business conducted at the June Council meetings. This included authorization to renegotiate the interest rate on Town bonds and a discussion of the road work to be done in connection with Goff Brook improvements.

#### CHAIRMAN'S REPORT:

Martha reminded members to complete the evaluations of the Library Director and to submit them to Dorene for inclusion in the evaluation to be discussed at the July meeting.

Martha said that any members interested in an officer position should email Dorene before the July meeting.

Martha passed on Dorene's congratulations to the Friends on the success of the Memorial Day weekend event.

Martha also reported on the recent Friends meeting she attended.

#### LIBRARY DIRECTOR'S REPORT:

The summer reading program has started. There is still time to sign up and Brook encouraged everyone to do so.

The Bend with Gravity program was held last night at the Middle School.

Food for Fines will again be in effect in July.

At the July meeting, Brook will ask for Board approval to request donations from the Friends for Library programs. The staff is putting together proposals for the requested programs.

The Library has received a \$2,700 grant from the Keane Foundation. Judy Keane was featured in a recent Hartford Courant article about the work of the Foundation. In the article, Brook expressed the Library's gratitude for the support.

The air conditioning in the building is only partially working. The part to fix the system is scheduled to be delivered the week of July 10, with installation anticipated for later that week. Because the humidity has not been too high, we have been able to stay open for the most part.

The State Library delivery system has instituted a partial shutdown of its delivery system for interlibrary loans.

Highlights from the May monthly report include visits from the first and third grade classes, and preschool groups. Also, staff put on a professional development program for the Town school librarians

The May statistics reflect the limitations on the interlibrary loan system. Computer use is down but Wi-Fi use is up.

The turnout for teen programs has been very good. In addition, the teen librarian and the Middle School librarian visited all sixth grade classes, and the seventh grade students visited the Library.

#### FINANCE COMMITTEE:

The Committee met with Jeff Bridges and Mike O'Neil. Among the topics discussed was the possible establishment up of a reserve fund.

The transfer of the accounts from Raymond James to FIA will take place soon, coinciding with the start of the new fiscal year.

Brook reviewed the revised financial report. The factors for the apparent underspending in the salary category were discussed and will be addressed in future budget discussions.

#### STRATEGIC PLANNING COMMITTEE:

Brook reported that the staff survey has been completed. The community survey will be online through July, and Brook encouraged everyone to take the survey and to promote the link. Public focus group sessions are scheduled for July 24 and 26.

The committee and the consultant will process the results. A final report to the Board is expected at the December meeting.

#### MOTION TO ADJOURN:

George Kelly moved to adjourn. Peter Denegre seconded. All present voted in favor. The motion passed 5-0.

The meeting adjourned at 8:14 p.m.

Respectfully submitted,

George Kelly  
Secretary