

**TOWN OF WETHERSFIELD  
MEETING MINUTES**

**Approved**

**Wethersfield Library Board  
Minutes of February 27, 2018**

**Members present:** Dorene Ciarcia, Martha Conneely, Peter Denegre, Mary Frazier, Hannah Granfield, George Kelly, Laila Mandour, Mary Pelletier

**Members excused:** Terry Santapaola

**Others:** Brook Berry, Library Director  
Carolyn Vallieres, Friends of the Wethersfield Library  
Mary Breton, Town Council Liaison

**CALL TO ORDER:**

Chairman Dorene Ciarcia called the meeting to order at 7:03p.m.

**PUBLIC COMMENT:**

None

**ADDITIONS/CHANGES TO THE AGENDA**

Hannah Granfield added to the agenda her thanks to the Board for their support.

The Board accepted this unnecessary but much appreciated addition to the agenda, and unanimously concluded that the cookies Hannah provided were delicious.

**APPROVAL OF THE MINUTES**

Laila Mandour moved to approve the minutes of the January 23, 2018 meeting, as amended to correct typographical errors. Martha Conneely seconded.

All present voted in favor. The motion passed, 8-0.

**FRIENDS OF THE LIBRARY**

Carolyn reported that the Friends are working to dispose of the books not needed for the Book Sale. There do not appear to be as many books for the next sale as usual. Brook offered to assist.

## TOWN COUNCIL LIAISON

Mary Breton reported on the recent Council issues coming before the Council, including the ban on fracking waste. The Council is gearing up for meetings on the budget.

## LIBRARY BOARD CHAIRMAN'S REPORT

Since Dorene had no other pressing matters to report she suggested that the time be reserved for the budget discussion later in the meeting.

## DIRECTOR'S REPORT

Brook discussed the development of the new website and displayed the current mobile version of the site, which is still in the testing stage. It is still hoped that the website will go live sometime in March.

Highlights of the January Monthly Report included the addition of two new iPad Air machines .

Due to a power outage in January the data for patrons' visits is incomplete.

## FINANCIAL COMMITTEE REPORT

### Motion to Authorize Signers to Charles Schwab Accounts

Laila Mandour moved to add signers for checks drawn on the Charles Schwab Accounts, and Peter Denegre seconded.

After discussion, the motion was tabled pending consultation with Mike O'Neil and Andrew Salak of FIA.

### Motion to Authorize Request to Friends for Funds for Summer Reading Program

Hannah Granfield moved to authorize the Director to ask the Friends of the Wethersfield Library for a contribution of up to \$11,000 for funding for the Summer Reading Program. Peter Denegre seconded.

Following discussion, all present voted in favor. The motion passed, 8-0.

Motion to Authorize Payment of Accrued Leave out of Compensated Absences Fund

Laila Mandour moved to authorize the payment of up to \$3,000 out of the Compensated Absences Fund for the purpose of making a payment for a departing employee's accrued leave. Martha Conneely seconded.

Brook explained that, in light of the reductions in state funding, the Town has asked the Library to make a contribution of \$20,000 out of its current operating budget. It is anticipated that this withdrawal will assist the Library in meeting this request without the need to utilize the furlough day previously approved by the unions.

Following discussion, all present voted in favor. The motion passed 8-0.

Updates on the FY 17-18 and the proposed FY 18-19 Budgets.

Brook reported that the current budget is approximately 57% spent, and generally on target.

Brook then presented the proposed budget for FY 18-19. The discussion covered, among other things, anticipated salary and wage increases and adjustments in some positions. One large unknown is health insurance, since the rates are not yet locked in. The goal is still to keep the budget as flat as possible, under the circumstances.

Motion to Approve Proposed FY 18-19 Budget

Laila Mandour moved to approve the proposed FY 18-19 Budget as presented. Peter Denegre seconded.

Following discussion, all present voted in favor, except Mary Pelletier who voted no. The motion passed, 7-1.

ADJOURNMENT

Laila Mandour moved to adjourn. Peter Denegre seconded.

All present voted in favor. The motion passed 8-0.

The meeting adjourned at 8:07 p.m.

Respectfully submitted,  
George Kelly, Secretary