

**TOWN OF WETHERSFIELD  
MEETING MINUTES**

**Unapproved**

**Wethersfield Library Board  
Minutes of June 26, 2018**

**Members present:** Martha Conneely, Mary Frazeur, George Kelly, Laila Mandour, Mary Pelletier, Terry Santapaola

**Members excused:** Dorene Ciarcia, Peter Denegre, Hannah Granfield

**Others:** Brook Berry, Library Director  
Mary Breton, Town Council Liaison

**CALL TO ORDER:**

Vice Chair Martha Conneely called the meeting to order at 7:04 p.m.

**PUBLIC COMMENT:**

None

**ADDITIONS/CHANGES TO THE AGENDA**

None

**APPROVAL OF THE MINUTES**

Mary Frazeur moved to approve the minutes of the May 22, 2018 meeting. Terry Santapaola seconded.

All present voted in favor, except Martha Conneely and Mary Pelletier, who abstained. The motion passed, 4-0, with 2 abstentions.

**FRIENDS OF THE LIBRARY**

No report.

## TOWN COUNCIL REPORT

Mary Breton highlighted some recent developments, in addition to the passage of the budget. The Town Manager has resigned. The Council thanked him for his diligence, particularly his work with the budget. Kathy Bagley will serve as the Interim Town Manager.

## LIBRARY BOARD CHAIRMAN'S REPORT

Dorene will be sending an email concerning Brook's evaluation.

Martha added her congratulations to Brook on the approval of the Library budget.

Martha encouraged all Board members to sign up for the summer reading program.

### Motion to change date of August Board Meeting

Brook and Martha explained that the Town Council only meets once in August. Therefore, in order to vote on any year-end transfers, the Board would have meet earlier than scheduled.

Mary Pelletier moved to change the date of the August Board meeting from August 28 to August 14. Mary Frazeur seconded.

All present voted in favor. The motion passed 6-0.

## LIBRARY DIRECTOR'S REPORT

The summer reading program started June 22. This year the children will record the time they spend reading, and will receive beads reflecting this. The Library Staff has promoted the program to various grades.

The seventh grade visit to the Library went well

The Food for Fines Program starts July 1.

Union negotiations have started for both unions. They seem to be progressing better than last time. Two more sessions have been scheduled.

Brook reviewed the monthly statistics. The circulation statistics are down 6-7%. Some of this may be due to the transportation delivery system. Many libraries are trying to deal with this by automatic renewals. Brook is considering it.

Brook passed out samples of the new library cards. The adults will have three choices of color and design.

The current financial report does not reflect the last payroll. Brook is continuing to pay bills as soon as possible. As happened last year, we will probably request the Council to allow us to increase the reserve. This could be used to restore the compensated absences fund, which was reduced by several payouts during the year.

Brook is still trying to fill the manager's position. Meanwhile she is trying to lessen the strain on staff by reorganizing work flows and perhaps reorganizing some of the works. Will look at possibilities for reorganization of work. Hiring at this level has been an issue for libraries in general.

#### Motion to Approve Request for Funding of Museum Passes.

Brook distributed a chart showing the costs of the museum passes and the accompanying software that have been funded in the past by the Friends.

George Kelly moved to authorize Brook to request that the Friends fund the museum pass program, in the amount of \$ 4,647. Mary Pelletier seconded

All present voted in favor. The motion passed, 6-0

#### Motion to Approve Request for Funding of Baby Bundles

Brook described the Baby Bundle Program. New parents are instructed by the Town Clerk that Library has the program. Several new items will be included this year. The Friends have suggested some items. The request this year will include 100 bundles, for a total cost of \$1,227. These should last several years. They will include items in Spanish when available.

Mary Pelletier moved to authorize Brook to request that the Friends of the Library fund the Baby Bundles in the amount of \$1,227. Terry Santapaola seconded.

All present voted in favor. The motion passed, 6-0

#### ADJOURNMENT

Mary Frazier moved to adjourn. Mary Pelletier seconded.

All present voted in favor. The motion passed 6-0.

The meeting adjourned at 7:56 p.m.

Respectfully submitted,  
George Kelly, Secretary