

**TOWN OF WETHERSFIELD  
MEETING MINUTES**

**Unapproved  
Wethersfield Library Board  
Minutes of August 14, 2018**

**Members present:** Dorene Ciarcia, Martha Conneely, Mary Frazier, Hannah Granfield, George Kelly, Mary Pelletier, Laila Mandour (arrived 7:20)

**Members excused:** Peter Denegre, Terry Santapaola

**Others:** Brook Berry, Library Director  
Cathy Bagley, Acting Town Manager  
Stephanie Askeland, Town HR Director

CALL TO ORDER:

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

PUBLIC COMMENT:

None

ADDITIONS/CHANGES TO THE AGENDA

None

APPROVAL OF THE MINUTES

Hannah Granfield moved to approve the minutes of the July 24, 2018 meeting. Martha Conneely seconded.

All present voted in favor, except Dorene Ciarcia, who abstained. The motion passed, 5-0, with 1 abstention.

NOMINATION AND ELECTION OF LIBRARY BOARD OFFICERS

Mary Pelletier moved to approve the current slate of officers for an additional year. Hannah Granfield seconded.

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

### FRIENDS OF THE LIBRARY

No report

### TOWN COUNCIL REPORT

No report.

### EXECUTIVE SESSION

Mary Frazier moved to go into executive session to discuss union negotiations, and to invite Brook Berry, Cathy Bagley, and Stephanie Askeland into the executive session. Martha Conneely seconded.

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

The Board went into executive session at 7:18 p.m. and came out of executive session at 7:39 p.m.

### LIBRARY BOARD CHAIRMAN'S REPORT/OUTREACH COMMITTEE REPORT

Dorene reported that the Library will again have a table at the Cornfest. A signup sheet was distributed.

### LIBRARY DIRECTOR'S REPORT

Brook reported that she attended a meeting on the opioid crisis. The summer reading program was a success. Brook also reported on the recent leak. It did not affect the public areas of the Library. Finally, work is proceeding on the photo display project.

### FINANCE COMMITTEE REPORT

Brook reported on the status of the FY 2017-2018 and 2018-2019 budgets. Due to retirements and resignations, the past year's budget resulted in unexpended funds. The Town Council will vote on year-end budget transfers at its next meeting. Brook suggested potential transfers to the Library's compensated absences and reserve accounts, and to the Town's general fund balance.

### Motion to Recommended Transfers of Unexpended Library Funds

Martha Conneely moved to recommend that the Town Council approve the transfers of \$6,000 to the Library's compensated absences account and \$68,000 to the Library's reserve account, with the remaining unexpended funds lapsing to the Town's general fund balance. Mary Pelletier seconded.

Following discussion, all present voted in favor. The motion passed 7-0.

### EXECUTIVE SESSION

Mary Frazeur moved to go into executive session to discuss the Library Director's annual evaluation. Laila Mandour seconded.

All present voted in favor. The motion passed, 7-0.

The Board went into executive session at 8:09 p.m. and came out of executive session at 8:35 p.m.

### Motion on Library Director's Compensation

Mary Pelletier moved to award the Director a 2% salary increase, retroactive to July 1, 2018, and a one-time bonus of \$3,000 in recognition of the additional responsibilities she assumed as a result of staffing shortages this year. Laila Mandour seconded.

All present voted in favor. The motion passed, 7-0.

### ADJOURNMENT

Hannah Granfield moved to adjourn. Martha Conneely seconded.

All present voted in favor. The motion passed, 7-0.

The meeting adjourned at 8:38 p.m.

Respectfully submitted,  
George Kelly, Secretary