

Town of Wethersfield

Meeting Minutes

Approved

Wethersfield Library Board Minutes of August 15, 2019

Members present: Dorene Ciarcia, Martha Connelly, Mary Frazeur, Mary Pelletier, Terry Santapaola, Peter Denegre, Hannah Granfield

Members excused: George Kelly, Laila Mandour

Others present:

Brook Berry, Library Director

Carolyn Vallieres, Friends of Wethersfield Library

CALL TO ORDER

Chairman Dorene Ciarcia called the meeting to order at 7:01pm.

PUBLIC COMMENT

None

ADDITIONS/CHANGES TO THE AGENDA

None

APPROVAL OF THE MINTUES

Mary Pelletier moved to approve the minutes of the June 25, 2019 meeting. Mary Frazeur seconded.

All others presented voted in favor, except Peter Denegre and Hannah Granfield, who abstained. The motion passed 5-0, with two abstentions.

FRIENDS OF THE LIBRARY

Carolyn Vallieres provided to the Library Board the annual Friends of the Library letter that will be sent with the upcoming membership form (letter attached to these minutes).

Library Board members were invited to the October 15, 2019 Friends of the Library annual meeting.

Book Sale Nov 9th and 10th

TOWN COUNCIL LIASON REPORT

None. Mary Breton was not in attendance

LIBRARY BOARD CHAIRMAN'S REPORT

Dorene provide a sign up for Cornfest on September 21, 2019

LIBRARY DIRECTOR'S REPORT

Brook passed around an email from a patron who was displeased with the changes in the computer printing (number of free prints and increase of cost).

Brook provided an overview of the past month's numbers. Circulation is up from last year, automatic renewals was a significant factor.

Summer reading is going well.

Staff are currently weeding through books and reaching out to Charites of Hope to pick up prior to the Friends of the Library book sale in the fall. Staff are additionally cleaning the back offices and working with the Town's advisor for Freedom of Information to comply with any laws/rules/regulations.

The new Public Services Manager Elizabeth Morin started on August 12, 2019.

Staff are beginning to focus on the Celebrate Diversity piece of the strategic plan as they prepare programming for the couple of years.

Mango Languages is up and running. Currently a soft launch. The plan is to promote further in the near future.

WiFi equipment will be getting updated.

With the change in the State of Connecticut plastic bags law, effective August 1st all plastic library bags were removed and Brook is working with town attorney to review state policy and to see if it applies to the Library.

Brook has reached out to the Town Manager re: the use of the Town Attorney to review current or help draft new Library policies.

YEAR-END TRANSFERS

Martha Connelly moves to recommended that the Town Council approve the transfers of \$1684.67 to the Library's compensated absences account and \$45,000 to the Library's' reserve account, with the remaining unexpended funds lapsing to the Town's general fund balance.

Martha Connelly moved to make the year end transfer. Peter Denegre seconded. Following discussion All present voted in favor.

SJOMAN WITHDRAWAL

Motion to withdraw \$15,000 from the Sjoman account based on the June 30, 2019 statement.

Peter Denegre moved to make the withdrawal of \$15,000 from the Sjoman Account. Martha Connelly seconded. Following discussion all present voted in favor.

FRIENDS REQUEST - MUSEUM PASSES

Motion to ask the Friends of Wethersfield Library at their September meeting for \$4,139.50 (\$3,344.50 for museum passes and \$795 for software).

Mary Pelletier moved to make the ask. Mary Frazeur seconded. Following discussion all present voted in favor.

EXECUTIVE SESSION – LIBRARY DIRECTOR EVALUATION

Motion to move into Executive Session at 7:55pm made by Peter Denegre, seconded by Terry Santapaola. All present voted in favor. Martha Conneely left prior to going into Executive Session.

A motion was made by Mary Pelletier, and seconded by Mary Frazeur to approve a salary increase of 2% effective July 1, 2019 for Library Director Brook Berry.

Motion passed unanimously 6-0.
All present voted in favor.

Mary Frazeur moved to adjourn. Peter Denegre seconded.

The meeting adjourned at 8:17pm.