



Approved

**Wethersfield Library Board
Minutes of March 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 7:02 p.m.

PUBLIC COMMENT:

None

ADDITIONS/CHANGES TO THE AGENDA

Laila Mandour moved to add to the agenda, as part of the Finance Committee Report, a discussion of the FY 17-18 Library budget. George Kelly seconded.

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

APPROVAL OF THE MINUTES

Martha Conneely moved to approve the minutes of the February 27, 2018 meeting. Laila Mandour seconded.

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

FRIENDS OF THE LIBRARY

Carolyn reported that the Friends are preparing for the Book Sale. The preview night will be April 5, and the sale April 7 and 8.

TOWN COUNCIL LIAISON

Mary Breton reported that the Board of Education recently presented its budget to the Council. In other recent action the Council approved the Wethersfield Housing Authority application for a block grant.

LIBRARY BOARD CHAIRMAN'S REPORT

Dorene reported on a letter from a Town resident and Library patron who complained that he should be given a guest pass to allow him to use a computer while waiting for a computer he had reserved with his library card.

Dorene also discussed the need to review and update Library policies.

DIRECTOR'S REPORT

Brook said that the Outreach Committee will meet soon to discuss plans to mark the 235th anniversary of a library in Wethersfield.

The hiring process for the Public Service Manager position has begun. A second round of interviews will start soon.

Brook discussed some of the many programs for children, teens and adults that the Library has offered recently. Seven of the teen programs were funded by a Keane Foundation grant.

The new web page will launch tomorrow. Brook provided a demonstration of some of its features.

FINANCIAL COMMITTEE REPORT

Brook and Dorene discussed proposed changes to the Investment Policy and the additions to the list of authorized signers for disbursements.

Motion to Amend Investment Policy

Laila Mandour moved to amend the Library Investment Policy with respect to the procedures for withdrawals and transfers. Peter Denegre seconded.

Following discussion, all voted in favor.

The motion passed 8-0.

Motion to Amend Endowment Policy

Peter Denegre moved to amend the Library Endowment Policy with respect to the procedures governing the Jane Sjoman Endowment Fund. Hannah Granfield seconded.

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 Library budget remains generally on track. It appears there will be sufficient funds for the \$20,000 giveback requested by the Town.

Brook also distributed copies of the narrative for the proposed FY 18-19 budget. The expenditures are organized by program, and the narrative provides an introduction to the Library's new Strategic Plan.

STRATEGIC PLANNING COMMITTEE REPORT

The Strategic Plan will be presented to the Town Council at its April 2 meeting. Brook, Dorene and Martha will attend. Other Board members are invited.

ADJOURNMENT

Hannah Granfield moved to adjourn. Peter Denegre seconded.

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

The meeting adjourned at 8:15 p.m.

Respectfully submitted,
George Kelly, Secretary