



Wethersfield Library Board Virtual Meeting (Zoom)
January 26, 2021

Approved

Members present: Martha Conneely, Hannah Granfield, Mary Frazeur, George Kelly, Amanda Drew, and Michelle DiPaola

Members excused:

Peter Denegre, Laurie Wrona, Terry Santapaola

Others: Brook Berry, Library Director

Kevin Hill, Town Council Liaison

CALL TO ORDER

Chairman Martha Conneely called the meeting to order at 7:03p.m.

PUBLIC COMMENT

None.

ADDITIONS TO THE AGENDA

None.

APPROVAL OF THE MINUTES

George Kelly moved to approve the minutes of the December 1, 2020 meeting. Amanda Drew seconded.

In a roll call vote, Martha Conneely, Amanda Drew, Mary Frazeur, Hannah Granfield, George Kelly, voted in favor. The motion passed, 5-0. Michelle DiPaola absented from vote.

FRIENDS OF THE LIBRARY

Many thanks to the Friends of the Library for their \$1,000 contribution for the Take & Make Kits & Grab & Go Bags. Tentative date of Fall Book sale, November 2021. Likely will not be able to take any book donations until 2022.

COUNCIL LIAISON UPDATE

Kevin Hill is the Library's new Town Council Liaison. Kevin provided an overview of the latest council meeting, including a mention of the upcoming budget process. Also Ryan Biggs was appointed to town council to fill Amy Bello's seat.

LIBRARY BOARD CHAIRMAN

Welcome to Kevin Hill. Welcome to the Library Board's newest member; Michelle DiPaola. Councilman Biggs received a tour of the library.

DIRECTOR'S REPORT

Library Closure

The Library has been closed due to a positive test of a staff member for Covid 19. Out of an abundance of caution, the decision was made to close. This was an isolated positive case, so far no other staff members have tested positive. The public was not in danger. The library has been thoroughly cleaned and is expected to reopen to the public on Monday February 1st. During the library closure, the book drop will remain open.

Recruitment

The Public Services Manger position (Head of Children's) will be offered to an individual in the next few weeks.

Budget

Budget season is set to start. Brook and Martha attended the Capital Improvement Advisory Committee meeting. At this time the Library will not be submitting an ask to this committee for FY 21-22. Trying to wrap up an RFID project (Vista – upgrade to Windows 10 for self-check machines) that we received capital money for this last year. However, Brook did provide a list of several library projects that will need future funding and advocated for Physical Services projects that impact the Library facility (e.g. roofing).

Next in the budget is revenue projections. And then staff are currently working on the budget narratives, getting cost projections.

Brook also will meet tomorrow with Mayor Rell to discuss. At the February meeting, the Library board will vote on the preliminary proposed budget. It is pertinent that all attend. The Library Board's Finance Committee will meet prior.

Brook attended the Capital Improvement Advisory Committee meeting. She provided a list of library projects that need funding. At this time will not be submitting an ask to this committee.

Programming

Winter Reading Bingo for kids has started. The Children's Dept is hoping for 100 kids to participate. February 6th is Take your child to the Library day. Community puzzle pieces will be given out and asked to be returned to be part of a large puzzle.

Teen Programing will host a virtual murder mystery escape room, Among Us.

COMMITTEE REPORTS

Governance Committee

At the next Library Board meeting, the committee will provide a policy update. Reminder - the best place to review/review policies is during the Governance Committee rather than the regular Library Board meeting. Will be bringing to the full Library to vote on in the near future the Tutoring Policy and the Proctoring Policy. Staff have started working on the next round of policies to review/revise – Access to Materials Policy, Deselection of Materials Policy, and the Materials Selection Policy. We need to schedule the next Governance Committee meeting.

Outreach Committee

Members of the Outreach committee went on a tour of areas in Wethersfield (Wintergreen & Mill Woods) where a possible Story Walk might be installed. This Story Walk would be on a trail in Wethersfield and would be changed out every season or every few months. It would bring the Library out into the Wethersfield community. It would be something that would last for many years. The long term maintenance of this project needs to have support from the town.

Please share your favorite book by making a video on the Wethersfield Library website.

Also the Outreach Committee is waiting for a Wethersfield Life Article to be published about the Library.

Finance Committee

Brook received a call regarding the Jane Sjoman account. The estate has additional monies in the amount of \$12,791.48 which will be given to the Library. This is an amazing and wonderful gift for the Library. Brook expressed the Library's continued gratitude to Jane Sjoman.

Review of various financial statements; Library is on track for spending.

ADJOURNMENT

Amanda Drew motioned to adjourn. Hannah Granfield seconded. In a roll call vote, Martha Conneely, Amanda Drew, Mary Frazier, Hannah Granfield, George Kelly, Michelle DiPaola voted in favor. The motion passed, 6-0.

The meeting adjourned at 7:48 p.m.

Respectfully submitted,
Hannah Granfield