



Wethersfield Library

Wethersfield Library Board Meeting

Approved Minutes

December 6, 2022 at 7:00 p.m.

Meeting Began at 7:01 p.m.

Present: Martha Conneely, Chair, Rosalynn Bravo-Cavoli, Michelle DiPaola, Hannah Granfield, Tracy Gionfriddo, Kristen Michaels, Shannan Roach, Terry Santapaola

Also Present: Brook Berry, Library Director, Kevin Hill, Town Council Liaison, Polly Moon, Friends of the Wethersfield Library President

Absent: Laurie Wrona

Public Comment

None

Additions/Changes to the Agenda

None

Approval of Minutes: Library Board – Oct 25, 2022

Hannah Granfield moved to approve the minutes. seconded by Kristen Michaels.

Ayes: Martha Conneely, Tracy Gionfriddo, Terry Santapaola

Abstain: Rosalynn Bravo-Cavoli, Michelle DiPaola, Shannon Roach

Motion carries.

Friends of the Library Report

Polly reported that the Friends' October membership drive brought in more than 20 new people. They are working with WECC to promote membership, and will also be promoting in the Rare Reminder and Wethersfield Life papers. The spring book sale is still uncertain, they may host some smaller pop-up sales instead. They are also working on new fundraiser ideas.

Town Council Liaison Report

Kevin Hill reported that the Council is still allocating ARPA funds. Recent upgrades include electric vehicles for the police department and the Old Wethersfield roadwork. The Council is also reviewing policies regarding the flags at Town Hall and schools, and whether to include other flags (such as Pride Month flag) or restrict it to Town and State flags only. Martha stated that the library proudly supports Pride Month, and that a Council decision to not display flags that represent the diversity of our community would be a step in the wrong direction.

Chairman's Report

Martha Conneely welcomed Rosalyn Bravo-Cavoli to the Library Board and thanked Hannah for her service as she steps down.

Martha recommended that the Board establish a Library Building Committee to advise on the upcoming refurbishment work. All Board members are welcome to participate, and other community members may be invited as well. Tracy Gionfriddo motioned to establish a Library Building Committee, seconded by Michelle DiPaola. All voted in favor, motion carries.

Library Director's Report

Brook reported that the library staff has received sexual harassment training, the Board may need to complete this as well.

There have been a lot of COVID cases among library staff lately but it has not impacted service at this point.

The Friends' raffle raised \$615. The Friends also had a segment on local TV and are being featured in Wethersfield Life.

The mitten tree is on display and ready for mitten donations, which go to Social Services.

Recent virtual programs have been Women in WWII, Cut the Cord, and Winslow Homer, as well as the in-person Shoreline Ringers performance in Town Hall Chambers. Take and Makes are also ongoing.

The community was invited to two meetings to provide input on a possible reconfiguration of the children's space. Lots of good ideas were discussed. Martha thanked Brook for taking the time to engage the public. The children's staff has also been touring other libraries and meeting with the designer to provide feedback as well.

The Library finally received a permit (insulation/drywall) for the lower level. Work on insulation and drywall began, painting and then flooring will be next. The staff did a lot of work to determine necessary shelving measurements from memory and photos. They are also working on the physical layout, researching new computer tables, as well as other furniture to further enhance the space.

Brook requested permission to ask the Friends for \$5,000, which the Friends received from a donor intended for the Children's Learning Environment. Kristen Michaels motioned to give permission to Brook to request \$5,000 from the Friends for the Children's Learning Environment, Tracy Gionfriddo seconded. All voted in favor. Motion carried, Brook will ask the Friends for this request during their January meeting.

The next Library Board meeting will be January 24th at 7:00 p.m.

Outreach Committee Report

Brook reported that she and Ellen met with Parks & Rec Board to present the Story Walk plan and their board voted in support of the project. Next they will be meeting with the Engineering Dept. to find out if Inland/Wetlands needs to be consulted.

Governance Committee Report

The updates to the Display Policies are still in progress, the language has been sent to USI for a non-legal review, then they will be reviewed by an attorney. Hopefully they will be ready for the committee to present to the full board for voting in January.

Finance Report

Brook reported that the current Operating Budget is about 34% spent.

In addition, the Library has funds in accounts that have been saved over time for projects that may pop up, such as the work to re-do the lower level. Although insurance will cover basic repairs, there will be funds needed for other upgrades and design elements. The Davidoff family had previously made a \$10,000 donation which was intended for the Children's Learning Environment, Brook proposed using this funding for upcoming work. Hannah Granfield motioned to utilize the \$10,000 designated funding (from MUNIS org 8100 – Davidoff) for the Children's Learning Environment, Tracy Gionfriddo seconded. All voted in favor. Motion carries.

Brook also requested utilizing \$35,000 from the same account reserves for work in the lower level (which also includes the Children's Learning Environment). Michelle DiPaola motioned to utilize \$35,000 funding (from MUNIS org 8100) for the Lower Level including Children's Learning Environment, seconded by Rosalynn Bravo-Cavoli. All voted in favor, motion carries.

Executive Session

Hannah Granfield motioned to go into Executive Session, seconded by Tracy Gionfriddo. All voted in favor. Executive session began at 7:55 p.m.

Library Director Compensation

The Board came out of Executive Session at 8:18 p.m. Hannah Granfield motioned to award the Library Director a 5% salary increase retroactive to July 1, 2022 in light of her outstanding annual review. Shannon Roach seconded. All voted in favor. Motion carries.

Adjournment

Rosalyn Bravo-Cavoli motioned to adjourn, seconded by Michelle DiPaola. All voted in favor.

The meeting adjourned at 8:21 p.m.

Respectfully Submitted,

Kristen Michaels

Secretary