



# Wethersfield Library

Wethersfield Library Board Meeting

August 23, 2022 at 7:00 p.m. **VIRTUAL**

## **Approved Minutes**

### **Meeting Began at 7:05 p.m.**

Present: Martha Conneely, Chair, Michelle DiPaola, Tracy Gionfriddo, Hannah Granfield, Kristen Michaels, Laurie Wrona

Also Present: Brook Berry, Library Director, Kevin Hill, Town Council Liaison

Absent: Terry Santapaola

### **Public Comment**

None

### **Additions/Changes to the Agenda**

There will be no vote to ask the Friends of the Library for funds at this time. This vote had already taken place earlier in the year.

### **Approval of Minutes: Library Board – June 28, 2022**

Hannah Granfield moved to approve the minutes, seconded by Laurie Wrona.

Ayes: Martha Conneely, Michelle DiPaola, Kristen Michaels, Laurie Wrona

Abstain: Hannah Granfield, Tracy Gionfriddo

Motion carries.

### **Friends of the Library Report**

No one from the Friends of the Library Board was able to attend the meeting. Brook reported that they were planning to do another basket raffle in the fall since it was such a success last year. They are not planning to do another book sale at this point as they don't have enough quality and quantity of materials. The officers on the Friends board will change in October.

### **Town Council Liaison Report**

Kevin Hill said there isn't much to report over the summer, the next council meeting will have a lot on the agenda including Brainard Airport proposals, the referendum on the plan to rebuild/renovate the Town elementary schools, and ARPA funds.

### **Chairman's Report**

Martha Conneely welcomed new Board member, Tracy Gionfriddo. She also reported that she, Ellen, and Brook had a great meeting with the Moms Group of Wethersfield (formerly the Moms Club of Wethersfield) about re-instituting children's programming post-Covid and future community engagement opportunities.

## **Library Director's Report**

Summer reading is wrapping up and the staff is starting to work on fall programming.

Book purchasing is now underway, the bulk is done in the fall.

New Library Pages have been hired, this has been very helpful for the full-time staff. Soon, more part-time assistants will be hired for evenings and weekends.

Toys are starting to gradually return to the Children's Department such as trains and Duplos and, soon, new puppets. Studies have shown that play is an integral part of early literacy.

Staff plans to start reaching out to groups that used to book meeting room space, but first need to address AC issues as the units are becoming ineffective and the temperature has been uncomfortable and unpredictable. It's possible that this could be covered with ARPA funds, although the RFID system is the first priority for funding. Tracy asked if there is a concern that the heat could affect collection materials. Brook didn't think so but will keep an eye on it.

Parks & Rec installed a new decorative fence near the rose garden.

Brook had meetings with the Town Manager and Town Engineer to discuss the Story Walk project. The next step will be to discuss with the Parks & Rec Advisory Board. So far, everyone has been very receptive about the plans. It has yet to be determined if there is a concern about wetlands in the area.

Brook met with the State Historic Preservation staff regarding the paperwork required for the State Bond funds we will be receiving. The Library Board will form a committee for the library redesign to start the planning process.

## **Finance Committee Report**

Brook presented the latest FY 22/23 financial report. The actual expenses are higher than shown on the report, more has recently been spent on books and tech support. Brook estimated that about 12-13% of the budget has been spent.

The Sjoman account have improved slightly since the last meeting but are still below \$300K, so we will not make a withdrawal this year. We still have available funds that have been previously withdrawn.

The FY 21/22 budget ended up within 1% of being completely balanced. There is an excess of \$2,093.60 which can be transferred to the Library Reserve account or it will go into the Town's General Fund.

Tracy Gionfriddo moved to recommend that the Town Council transfer the unexpended Fiscal Year 2021-2022 Library operating funds to the Library's reserve account. The total unexpended funds are \$2,093.60 prior to completion of the audit of the fiscal year. Kristen Michaels seconded. All voted in favor, the motion passes.

**Executive Session – Topic: Conflict of Interest**

Laurie Wrona motioned to move to Executive Session, seconded by Hannah Granfield. All voted in favor. The Library Board moved into a brief Executive Session.

**Adjournment**

Upon returning from Executive Session, Tracy Gionfriddo motioned to adjourn, seconded by Laurie Wrona. All voted in favor.

The meeting adjourned at 7:58 p.m.

Respectfully Submitted,

Kristen Michaels

Secretary