



Wethersfield Library

Wethersfield Library Board Meeting

September 27, 2022 at 7:00 p.m. **VIRTUAL**

APPROVED MINUTES

Meeting Began at 7:15 p.m.

Present: Michelle DiPaola, Tracy Gionfriddo, Kristen Michaels, Shannan Roach, Laurie Wrona

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

Absent: Martha Conneely, Hannah Granfield, Terry Santapaola

Public Comment

None

Additions/Changes to the Agenda

None

Approval of Minutes: Library Board – August 23, 2022

Laurie Wrona noted that there was a misspelling of her name, which will be corrected.

Michelle moved to approve the minutes with the spelling correction, seconded by Laurie Wrona.

Ayes: Michelle DiPaola, Tracy Gionfriddo, Kristen Michaels, Laurie Wrona

Abstain: Shannan Roach

Motion carries.

Friends of the Library Report

A representative from the Friends was not present. Brook reported that Carolyn Vallieres will be stepping down as President at the Annual Meeting on Oct 11. The library will present her with a gift for her years of dedicated service. The Friends will be starting their raffle this week, there are two baskets one for kids and one for adults. Tickets are \$5.00 each and the drawing will be Dec 2nd.

Town Council Liaison Report

Kevin Hill reported that bond referendum for the Town elementary school renovation project is coming up in November. There will be explanatory text in the ballot, which the Council is working on right now. The Council will also be discussing proposals for the remaining ARPA funds next week.

Secretary's Report

Kristen Michaels shared the list of proposed dates for 2023 Library Board meetings. Tracy Gionfriddo moved to approved the dates, seconded by Laurie Wrona. All voted in favor, motion carries.

Library Director's Report

Fall program is going well. Family Place will start soon, the Jane Sjoman Community Room will be set up with stations for families of children birth-3 to meet different with early childhood experts each week. October will include another Wethersfield Reads. This time it will be the book *Go Set a Watchman* by Harper Lee, there will be a showing of *To Kill A Mockingbird* as well as a documentary about Harper Lee in conjunction with that. The conversational English program Time to Talk will hopefully resume soon. Still hiring part-time staff. The Town's Safety Committee met and CIRMA will be visiting the Town. It is all with a focus towards employee safety. Voiceover IP is waiting council approval, then a schedule will be determined for the rollout. The library will be transitioning before the end of the year to gmail which will ensure more safety features such as two factor authentication. Staff is also contributing a couple of items for the Town Audit report and working hard on the State Library report.

Upcoming dates: Friends of the Wethersfield Library Annual Meeting Oct 11th at 4:00 p.m., Library Board Governance meeting Oct 24th at 6:00 p.m. (virtual), regular monthly Library Board meeting Oct 25th 7:00 p.m. (in person), and Brook and Ellen will be attending the Parks Advisory board meeting to present the Story Walk idea on Oct 27th.

Governance Report

There was a Governance Committee meeting last week to discuss the display and exhibit policy, the goal is to update some of the language specific to insurance and liability. The Town insurance broker has agreed to do a review of the language. The Governance committee will review the language to present to the assigned attorney, and then it will be presented to the full Library Board for approval.

Finance Report

The Finance Committee met with advisor Andrew Salak to review the Sjoman accounts and understand how they are being managed while the markets are not performing well. The committee felt confident that our advisors are carefully monitoring the accounts and making the right decisions. We will not be making any withdrawals from Sjoman at this time to ensure that we will still have funds in the future. We do have funds that were previously withdrawn that we could still use for adult collections.

Expenses for the current budget ate 19% spent, that will soon be close to 25% which is on track for the first quarter.

Adjournment

Tracy Gionfriddo motioned to adjourn, seconded by Michelle DiPaola. All voted in favor.

The meeting adjourned at 7:33 p.m.

Respectfully Submitted,

Kristen Michaels

Secretary