

TOWN OF WETHERSFIELD

WETHERSFIELD LIBRARY BOARD

Meeting of September 23, 2014 - Approved

MEMBERS PRESENT AT MEETING:

Joseph Aguiar, Dorene Ciarcia, Martha Conneely, Hannah Granfield, Laila Mandour, Terry Santapaola

EXCUSED: Mary Frazeur, George Kelly

ABSENT:

OTHERS PRESENT:

Brook Berry, Library Director
Martha Mayer, Friends of Wethersfield Library

PUBLIC COMMENT

None

ADDITIONS TO THE AGENDA

Library Director Brook Berry requested that the holiday schedule be discussed. Laila Mandour moved that the holiday schedule discussion be added to the agenda. 2nd Joe Aguiar. Motion passed.

FRIENDS OF THE LIBRARY

Martha Mayer reported that the book sale at the Cornfest went well; the Friends made \$388. The Friends have purchased the beverages for the meet and greet for new Library Director Brook Berry. The Friends' next event is their annual meeting scheduled for October 14, 2014. The annual book sale will be held on November 1 and 2, 2014.

COUNCIL LIAISON

No report.

LIBRARY BOARD CHAIRMAN

Chair Dorene Ciarcia reported that the Cornfest went well. She thanked the Board members for their participation. The Board had a good location this year, even though the Friend's booth was next to the stage and was a little loud, as reported by Martha Mayer. Dorene reminded everyone of the meet and greet that will be held on Thursday, September 25, 2014. Dorene also reported that there is no November meeting. The Board will have a retreat on November 6, 2014 at the Keeney Memorial Center. There will be a presentation on the Freedom of Information (FOI) Act.

DIRECTOR'S REPORT

Brook Berry provided a written report and reviewed the highlights with the Board. She reported that the Cornfest was a nice event. There was discussion about attendance and Martha Conneely advised that there were approximately 8,000 people who attended the Cornfest and there were many sightings of library bags. Brook attended a meeting of library directors, a sort of consortium, which deals with Library Services Technical Act (LSTA) issues. Brook also reported that she attended a grants meeting where she learned about some grants that may be available for the library. Brook reported that she met with the Town's FOI representative to learn about the requirements for the library. Brook reported that with regard to the financial report, the library is at 21% spending, which is on track with last year's financial status. She advised that the ordering of books would be the responsibility of Pam and her staff, since they are the front line staff members that have the most familiarity with this. As for the statistics report, Brook pointed out that the report is missing the door count for August because she is having discussions with 3M, the company who provides that information. There are issues that need to be addressed with the company and once they are resolved she will get the count. Brook advised that the library will participate in the Scarecrows on Main event, with a library scarecrow. Brook is working on a long term planning program and on the 2015 holiday schedule with staff.

DISCUSSION OF SJOMAN FUND

There was discussion regarding the Sjoman fund and the question of whether the appreciation is considered income, to be included with dividends and interest for the purposes of use by the library in accordance with the Sjoman Trust terms. Dorene advised that in 2013 there was a determination by the interim finance director that appreciation could not be used as "income" and was not subject to withdrawal by the director for use for the adult collection. Dorene further advised that she had inquired of prior Library Board members of the intent of *Policy Schedule C – List of Endowments & Summary Terms (Last Revision March 26, 2013)* based on the trust whereupon she learned that the purpose was to have the library use the increase in funds, over the trust capital, which would include the appreciation. Discussion was also had regarding the wording of the policy relative to the trust language. The Board also discussed further investigation relative to the appreciation issue.

COMMITTEE REPORTS

Finance Committee:

Dorene Ciarcia reported Finance Committee will meet with the Town Finance Director to discuss some issues. That meeting is scheduled for the first week of October.

Outreach Committee:

No report. Dorene asked that members consider joining this committee.

EXECUTIVE SESSION