

TOWN OF WETHERSFIELD

Approved

Wethersfield Library Board Minutes (Motions and Notes) of May 26, 2015

Members present: Joe Aguiar, Dorene Ciarcia, Martha Conneely, Mary Frazier, Hannah Granfield, George Kelly, Terry Santapaola

Members excused: Laila Mandour, Peter Denegre

Others: Brook Berry, Library Director
Julie Konopka, Friends of Wethersfield Library
Jeff Kotkin, Town Council Liaison
Ken Plumb, Town Labor Counsel

CALL TO ORDER:

Chairman Dorene Ciarcia called the meeting to order at 7:02 p.m.

PUBLIC COMMENT:

None

ADDITIONS TO THE AGENDA

None

EXECUTIVE SESSION

George Kelly moved to enter executive session for the purpose of discussing union arbitration and union contract negotiations, and to invite Brook Berry, Jeff Kotkin and Ken Plumb into the executive session. Joe Aguiar seconded. All voted in favor. The Board went into executive session at 7:06.

The Board came out of executive session at 7:30.

APPROVAL OF THE MINUTES

Martha Conneely moved to approve the minutes of the April 28, 2015 meeting. Joe Aguiar seconded. A correction was noted. All voted in favor of approving the minutes as corrected, except Mary Frazier and Hannah Granfield, who abstained.

FRIENDS OF THE LIBRARY:

Julie Konopka reported to Dorene that there was no new report from the Friends.

COUNCIL LIAISON

Jeff Kotkin reported that the Council had approved the Town budget. The Library budget was approved as submitted. Jeff also informed the Board that this will be his last term on the Council, after ten years of service.

LIBRARY BOARD CHAIRMAN

Dorene reminded the Board of several upcoming dates. The next Board meeting will be June 23. Sally Katz will attend to discuss and answer questions about the capital improvement project. Subsequent meetings will be July 28 and August 25, and members were asked to be sure to inform Brook if they cannot attend, since summer quorums can sometimes be an issue.

The CornFest will be September 19. Members will be asked to take shifts at the Library Booth.

The Friends' Fall Booksale will be November 7 and 8. The details of the preview party are being worked out.

Pam Kelly retired in May. Dorene conveyed the Board's appreciation for her service.

The June meeting will include a discussion of Brook's annual performance review. Dorene will distribute evaluation forms to the Board prior to the meeting.

DIRECTOR'S REPORT

Brook reported that staff had completed the reshifting of the children's picture book collection. Seating will be added to the space where the shelving had been.

The consumer presentation "Protect Yourself" was a big success. Over twenty people attended.

Staff members recently attended reporter training for community reporters. Though Library staff are not mandated reporters, awareness of the issues involved is important.

Brook has spoken to a representative from 3M about adding RFID for books being returned.

Brook also visited a local comic book store in connection with the summer reading program. Also, Batman and Superman characters will pass out business cards at the Cove Fireworks reminding kids to sign up for the program.

The Teen Librarian and Brook have met with Town staff to develop a survey of teens in connection with the plans for the development of Teen programming and facilities. This will probably involve a written survey and possibly focus groups. Brook is also looking into additional funding sources. In this regard, a new strategic plan should be developed. Brook suggested this as a possible topic at the Board retreat in November.

COMMITTEE REPORTS

Dorene reported that the Outreach Committee will meet soon to discuss proposals centered primarily on fundraising.

The Finance Committee has not met.

FUNDRAISING

Dorene discussed the need to fund more programs, in addition to the plans for the new Teen Center. Martha and Dorene met recently with the Friends to discuss coordination of fundraising efforts. The Board also needs to determine what types of fundraising it can conduct in its own name. Brook will discuss this further with the Town Manager.

ADJOURNMENT

Martha Conneely moved to adjourn. Terry Santapaola seconded. All voted in favor. The meeting adjourned at 8:05 p.m.

Respectfully submitted,
George Kelly, Secretary.