

**Waterford Public Library
Board of Trustees**

Minutes of Meeting of 10 January 2023

Vice President Connie Giordano called the meeting to order at 6:05 p.m.

Trustees present: E. Boyce, L. Couture, N. Dragoli., J. Lehet, J. Merrill, J. Mullen, B. Pisacich, A. Robarge, G. Ritter, M. Furey-Wagner. Also present C. Johnson, Library Director. Not present: A. Rosenberg.

1. Consent Agenda

Motion made by G. Ritter, seconded by M. Furey-Wagner, to accept the Consent Agenda including the Minutes from two meetings, 8 November and 12 December, the Treasurer's Report, and the Financial Report. All in favor.

2. Vice President's Report - none

3. Committee Reports

- Finance

B. Pisacich reported the Endowment remains steady at \$3,031,642 at the end of the year.

- Development and Fundraising

M. Furey-Wagner reported net fundraising strong albeit slightly behind last year at this time.

- Nominating

C. Giordano reported G. Ritter was nominated for Treasurer and J. Merrill for Secretary. M. Furey-Wagner made the motion, seconded by L. Couture, to accept the new officers. All in favor.

B. Pisacich, now retiring from the Board, proposed the Town Treasurer, A. Danesh, be considered as a Trustee. M. Furey-Wagner reviewed that the process would be a letter of interest and resume submitted to the Nominating Committee. C. Giordano reported only one such letter has been received and would like to review at least three as a pool before interviewing.

- Strategic Planning

C. Johnson and C. Giordano reported that they met in late November and a basic timeline was established. Once surveys, discussions, and focus groups are compiled the possibility of an outside consultant will be addressed. The Connecticut Library Consortium may be able to provide this assistance. The next Strategic Planning Committee meeting date was set for 25 January 2023 at 10:30 a.m.

4. Director's Report

Budget

- FY24 Town Budget Request was submitted to the Finance Director on December 13th.

Waterford Public Library Board of Trustees

- Budget Hearings are scheduled with Board of Selectmen on Wednesday, 1 February, at 4 p.m. and with the Board of Finance on Wednesday, 1 March, at 7 p.m.

Building and Facilities

- The State Municipal Bond Commission approved the \$250,000 CSLIB construction grant on 9 December.
- A water leak in the electric room in the basement has caused the Fire Alarm to call an extension at Town Hall. It may require relocation.

Grants

- Dime Bank Foundation declined the \$4,000 grant request because it did not meet their criteria. This proposal for 1,000 Books Before Kindergarten will be submitted to Charter Oak in February.
- A meeting with the Community Foundation was held to discuss our grant proposal to expand the collection of Spanish Language materials for children and teens. The application will be made this week.
- Submitted a sponsorship request to M&T Bank for a youth finance program to be presented in April by Patrina Davis. This in person program would be addressed at high school teens and “new adults”.

Personnel Updates

- A new PT Tech, 14 hours working Friday and Saturdays, started in late November.
- The Director and Children’s Librarian were selected to participate in CSLIB pilot project; Building Equity Based Summers Through Libraries and Communities.
- A half day Staff Development training is scheduled for a Friday morning in March.

Service and Program Updates

- Replacement calendar software is being investigated. The extensive variety of programming needs to be supported and easily interactive.
- The Lego Discovery Table, donated by the Kelsey S. Harrington Foundation, for the children’s room is now in use.
- Virtual author talks are increasing in popularity. A feature is the ability to listen to past recordings.

Outreach

- Volunteered at Thanksgiving pie event at the Senior Center and the Veteran’s Coffeehouse.
- Ballestrini’s Daycare and Waterford Country School are now visiting the library on a regular basis.

**Waterford Public Library
Board of Trustees**

Town Initiatives

- Presented library services at the Senior Center Lunch and Learn session in November. It resulted in several seniors applying for library cards.
- Participated in Town Tree Lighting event with the reading of Trustee John Lehet's new book Milton the Rein-moose.
- A new Town website is in final stages with launch in February.

5. Old Business

- a. Carpeting for the Mezzanine to be installed this week.
- b. Library's 100 Anniversary Committee has set 20 May 2023 as the day for the Fair. The Committee will meet on 19 January, Thursday, at 6:00 .m. via Zoom.

6. New Business

- a. The new Treasurer
- b. Regarding the CSLIB construction grant, the RTM needs to approve the Building Committee and an architect needs to be hired by June of 2023. There will be 5 years to complete the project. Because a gas line will not be available new bids must be made. Vetting will include both qualifications and cost. Since the RTM meets only every other month it's important to get on the schedule. The issue of the leaking roof has support from the Department of Public Works.

7. Adjournment

A motion was made at 7:00 by M. Furey-Wagner and seconded by G. Ritter to adjourn. All in favor. Presentation of a framed certificate for 20 years of service on the Waterford Public Library Board of Trustees was made to B. Pisacich. Bernie made a few comments but added he will send out more via email. E. Boyce baked a homemade layer cake to celebrate the occasion.

Respectfully submitted 12 January 2023

Joy S. Merrill, Secretary