

LIBRARY BOARD OF DIRECTORS
LOWER LEVEL OF THE LIBRARY
MINUTES

JUNE 3, 2024 – 7:00 P.M.

REGULAR MEETING

NOTE: These are summary minutes. A tape recording of this meeting is on file in the Commission Secretary's office in the Town Hall.

CALL MEETING TO ORDER: Meeting called to order at 7:00 P.M.

BOARD MEMBERS PRESENT: William O'Brien, Janet Tynan, Lori Conant, Pat Najarian, Lauresha Xhihani, Crystal Caouette, Tory Davis

ALSO PRESENT: Sue Ouellette, Library Director

PLEDGE OF ALLEGIANCE

Welcomed new Board Member Tory Davis

APPROVAL OF THE MAY 6, 2024, MINUTES

MOTION: made by Lori Conant to accept the May 6, 2024, minutes, seconded by Crystal Caouette, all in favor, no one opposed. **MOTION CARRIED**

TAXPAYER'S TIME: None

CORRESPONDENCE AND COMMUNICATIONS: None

FRIENDS OF THE LIBRARY REPORT:

- Looking to add or expand new coupon passes, for yearly commitment.
- Dogwood tree was planted in memory of Alex Nole. Will be ordering a plaque also in memory of Alex Nole.
- Stop and Shop gift bags are still available with a \$1.00 donation for the library. Discussed advertising on the Wolcott Voice to reach more people.
- Awards for the 8th grade middle school will be given out to four students, \$100.00 Barnes and Noble. Reading specialists will choose the students.
- Adding A-Z learning programs on the website. Language is added.
- Planning retirement party for Sue Ouellette.

LIBRARY DIRECTOR'S REPORT AND FINANCIAL REPORT/BILLS FOR MAY 2024:

- Expenditure sheets were reviewed and discussed. Close to the end of the fiscal year.

- Purchase order cutoff date is June 13th.
- Boiler repair, flush and replacement, estimated \$5420.00.
- Discussed window tints with option to pay half this fiscal year.
- Savings on Hot Spots.
- Job posting for Digital Navigator. Interviews are ongoing this week.
- Busy with programs for the summer.

COMMITTEE REPORTS:

- **Programs:** Discussed the need to update the Collection Development policy. Need a policy for displays and bulletin boards.
- **Facilities and Grounds:** updated the condition of furnace and future replacement, as stated above.
- **Finance and Budget:** review proposed staff wages. The final budget should be this month. In need of a part-time person for the children's room or also to float where needed.
- **Long Range Plan:**
- **Personnel:** update on comparison of Library and Town of Wolcott personnel policies
- **Technology:** Discussed new devices and upgrading equipment for the new addition.
- **Building Committee:** Had a meeting on 5/13/2024 Organizational and regular meetings. Had a tour of the library for the members.
- **Search Committee** – progress has been made towards hiring a new Library Director, six or 7 applicants have been submitted and a meeting will take place this Thursday at 4:30 to discuss this matter further.

OLD BUSINESS:

- Library addition update – state bonding status, bidding. All meetings have still been cancelled to this point.

NEW BUSINESS:

MOTION: made by Pat Najarian to nominate Janet Tynan as Treasurer, seconded by Lori Conant, all in favor, no one opposed. **MOTION CARRIED**

MOTION: made by William O'Brien to nominate Lori Conant as Secretary, seconded by Pat Najarian, all in favor, no one opposed. **MOTION CARRIED**

- **RECOMMEND MOTION:** None

ADJOURNMENT:

MOTION TO ADJOURN: made by Lori Conant and seconded by Crystal Caouette to adjourn meeting. No one opposed. **MOTION CARRIED**

Adjourn: 8:31 P.M.

Respectfully submitted,

Laurie Morrone, Secretary

Approved: William O'Brien, Chair
Wolcott Library Board of
Directors