

DRAFT

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**LIBRARY BOARD OF TRUSTEES
MINUTES**

Date 8/31/23

Karen Mowad
Wolcott Town Clerk

July 24, 2023 – 7:00 PM Meeting

Board Members Present: William O'Brien, Janet Tynan, Eric Noack, Lori Conant, Rene JohnPiere, and Pat Najarian

Also Present: Sue Ouellette, Library Director and Anthony Guerrera (town council liaison)

Absent: Donna Ferguson

CALL MEETING TO ORDER:

Meeting called to order at 7:03 PM.

RECEIVED
7-26-2023
3:45pm

PLEDGE OF ALLEGIANCE

Karen Mowad

TOWN CLERK
WOLCOTT, CONN.

TAXPAYER'S TIME: None

APPROVAL OF MINUTES

Motion: made by Janet Tynan and 2nd by Erik Noack to approve the June 5, 2023, minutes. No One Opposed. Motion Carried.

CORRESPONDENCE AND COMMUNICATION: None

FRIENDS OF THE LIBRARY REPORT:

- Ms. Tynan reported that there were several large donations from estates, some of which included several classics and books of historical significance.
- Ms. Tynan described the survey conducted by the Friends of the Library. She reported that the Friends of the Library voted to approve and pay for the following from the Krezanowski account: storytelling programs, wildlife programs, painting programs, children's programs, imagination programs, and museum programs.
- Ms. Tynan discussed the library signage that the Friends proposed replacing on Route 69 and at the corner of Center Street and Bound Line Road. The Board discussed responsible parties for removing signage on state property versus town property.
- Ms. Tynan also discussed whether the Town Crew from public works would grind the tree stump in front of the library or if the Friends could pay for it from the landscaping budget.

LIBRARY DIRECTOR'S REPORT/FINANCIAL REPORT:

Ms. Ouellette reviewed in detail the Director's Financial Report, attached hereto as Attachment A. Ms. Ouellette stated that she sent the SHPO documents to QA&M to assist with the grant application process.

Approved: *William O'Brien*
Chair

Respectfully Submitted:
Stephanie Boston
Secretary

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COMMITTEE REPORTS: There were no committee reports from Facilities and Grounds, Personnel, Collection and Programs, or the Finance/Budget Committees.

1. Long Range Plan Committee: Ms. Ouellette submitted a letter of intent in June as the first step in the grant application process with plans to submit a more concrete plan by September 30th.
2. Technology: Review of Policies: Ms. Ouellette sent updated versions of the policies to Mr. Noack to review.

OLD BUSINESS:

The Board discussed the proposed addition that was presented by Tom Arcari of QA&M Architecture in June. Mr. O'Brien noted the state library matching grant had increased from \$1 million up to \$2 million. Next, the Board discussed in detail the Town's referendum and the process for submitting the proposed addition to the library to the Mayor and Town Council.

After further discussion of an amended motion, Ms. Conant made a motion and Mr. Noack 2nd the following Motion. No One Opposed. Motion Carried.

Motion: I ask for approval of the plan proposed by QA & M architecture for an addition to the library building, renovation of certain areas of the existing building, installation of an elevator, relocation of the generator and utilities, and associated sitework, and other estimated soft costs and contingencies for a proposed total cost as a total of \$3,276,500, that the proposal be forwarded to the Mayor and Town Council for any necessary approval and funding, including bonding and application be made to the State Public Library for a Construction Grant, and to other possible funding sources.

Further, that the Board's Long Range Planning Committee continue to serve as the Building Committee for this project, with additional members as needed, and that the Library Director is authorized to take steps necessary to obtain any authorizations, permits and funding necessary to initiate this project and to bring it to completion, including publicity.

NEW BUSINESS: None

Mr. O'Brien noted that the regularly scheduled meeting on August 7th was cancelled and that the Board may convene a special meeting if needed, after presentation to the Town Council on August 15th, or wait for the regularly scheduled September meeting.

ADJOURNMENT:

Motion to Adjourn: made by Lori Conant and 2nd by Eric Noack. No One Opposed.
Motion carried.

Adjourn: 8:32 pm

Respectfully Submitted,
Stephanie Benton, Secretary
Wolcott Library Board of Trustees

Approved: DRAFT
William O'Brien, Chair