

**LIBRARY BOARD OF DIRECTORS
LOWER LEVEL OF THE LIBRARY
November 4, 2024 – 7:00 P.M.
REGULAR MEETING
MINUTES**

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

MEETING CALLED TO ORDER

Meeting called to order at: 7:01

PLEDGE OF ALLEGIANCE

BOARD MEMBERS' PRESENT: William O'Brien, Janet Tynan, Lori Conant, Crystal Caouette and Lauresha Xhihani

BOARD MEMBERS ABSENT: Pat Najarian and Tory Davis

ALSO PRESENT: Matt Earls, Library Director

APPROVAL OF October 7, 2024, MINUTES

MOTION: made by Crystal Caouette to accept the October 7, 2024, minutes, seconded by Lori Conant, all in favor, no one opposed. **MOTION CARRIED**

Taxpayer's Time: None

Correspondence and Communications:

Friends of the Library Report

- Book sales had record sales of over \$5,600.00. Very busy sale.
- Received an email from a customer who was disappointed in the dealers who were present at the sale. Janet will respond to the email with his concerns.
- \$150.00 in children's books were sold and will be displayed at a high school Christmas play on stage this December. Then she will donate them to her school library.
- Gave extra puzzles and books to the Veteran in Meriden.
- Overall, a very successful Book sale.

Library Director's Reports and Financial Report/Bills for September 2024

- Discussed the budget meeting and went over the spreadsheet. There is everything from our circulation of each category of items over time comparisons of these items. Plus, digital stats.
- Matt Earls has offered to the board members who would like to meet at any time to come together and go over ideas.
- Technology, we have a \$5,100.00 grant to improve our technology. Discussed moving computers and some changes to the library.
- Teenagers have been having a very positive impact on the library. Matt Earls has given a grant and some great ideas to the teens.
- Dave Fitzgerald has been doing work on the library property and has improved the drainage system and built a walking path around the property.
- Met with Jen Tiso from PSI and discussed glass walls and the need for more space for the teens.
- Grants, Danny has applied for a grant for music from the Thomaston Savings bank.
- Met with a great homeschooling family and had such a positive impact talking to them.
- Volunteers have been continuing to pull books to weed fiction, then nonfiction.
- Matt would like the library to join the Chamber of Commerce. The cost is \$375.
- Discussed getting some information from Mickie Fell on the topic of music.
- Went over and discussed the grafts that were drawn up for this meeting. Everyone was handed all the grafts and forms, and they were discussed in detail. Discussed the budget in detail. Salaries were discussed, oil tanks cost, painting costs, and retirement details. 401 E, workman's comp.
- Discussed adding a library assistant for the children as it is needed.
- Salary comparisons were also discussed.
- Discussed meeting with Mayor Dunn.

Committee Reports:

Programs:

Facilities and Grounds:

Finance and Budget: Draft of 2025-2026 proposed budget.

Long Range Plan: committee developing survey/focus groups to help in updating plan.

Personnel:

MOTION: Motion made by Janet Tynan and seconded by Lori Conant to Table the discussion of the personnel handbook update on Part-time employee benefits. No one opposed, **MOTION** passed.

Technology:

Renovations: Contract with the State Library for grant has been signed. The Renovation Committee met and sent a resolution to the Town Council to approve a waiver to allow the town to hire QA& M as architect without going to bid. Next town Council meeting is Nov. 19, 2024

Old Business: Charter revision concerning the library on the ballot.

New Business:

Recommend motion: "that the Board go into executive session."

- No executive session needed.

Adjournment

MOTION TO ADJOURN: MOTION: made by Crystal Caouette and seconded by Lori Conant to adjourn meeting. All in favor, no one opposed. **MOTION CARRIED**

ADJOURN: 8:39 P.M.

Respectfully submitted,

Laurie Morrone, Secretary

William O'Brien, Chair

Wolcott Library Board of

Trustees

