

**LIBRARY BOARD OF DIRECTORS**

**LOWER LEVEL OF THE LIBRARY**

**October 7, 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: 7:00

**PLEDGE OF ALLEGIANCE**

**BOARD MEMBERS PRESENT:** William O'Brien, Janet Tynan, Lori Conant, Crystal Caouette, Lauresha Xhiani and Tory Davis

**BOARD MEMBERS ABSENT:** Pat Najarian

**ALSO PRESENT:** Matt Earls, Library Director

**APPROVAL OF** September 9, 2024, MINUTES

**MOTION:** made by Lori Conant to accept the September 9, 2024, minutes, seconded by Crystal Caouette, all in favor, no one opposed. **MOTION CARRIED**

**Taxpayer's Time:** None

**Correspondence and Communications:** Thank you letter from Bill O'Brien

**Friends of the Library Report**

- Collection day is Saturday October 12, 2024.
- Book sale dates are October 24, 25 from 12-6:00 and 26 from 10-2:00
- Been in touch with the boy scouts to help with the landscaping.
- Had the tree dedication for Alex Nole, it was very well attended.
- Brought books to Niantic and sold \$500.00
- Setback tournament is set for October 18, 2024

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

- Finished the state report and need to look into how to organize all our data which we created a Wolcott Staff drive and are sharing our stats and data.
- Everything is going digital and all working well.

- New programs have been added including a history program for November.
- New marketing needs to be done to encourage more people to come into the library. Ideas were discussed to expand the hours or to set up a little coffee shop atmosphere to encourage college students to come in. Webs site changes were also discussed.
- Doubled the library sign up for new patrons this month.
- Discussed the Fiber Grant and how to proceed with that.
- Temco came and caulked a section of the wall.
- M & M came to determine how to remove and replace the old oil tanks.
- New display case for the Lego projects.
- Discussed a new project to help build new picnic tables. High school children will be looked into to help build the tables.
- Discussed having a spread sheet for all the data each month.
- Moved the new Non-Fiction to the front of the library to circulate more movement.

**Committee Reports:**

**Programs:**

**Facilities and Grounds:**

**Finance and Budget:**

Will be having a meeting soon when the budget is put together.

Concerns were discussed about the finances of the new renovations.

**Long Range Plan:** Need to take a closer look into.

**Personnel:**

**Technology:**

**Building Committee for Library Renovations:**

Meetings are on hold until the state contract is signed.

Wolcott Public Library Board of Directors 2024-2025 Committees as of 10-6-2024 were passed out to all board members.

**Old Business:**

**New Business:**

**MOTION** made by Crystal Caouette and seconded by Lori Conant to approve the holiday schedule for the library to close at 2:00 p.m. on Thanksgiving Eve, Christmas Eve, and New Year’s Eve. All in favor, no one opposed, **MOTION CARRIED**

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

- No executive session needed.

**Adjournment**

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

ADJOURN: 8:38 P.M.

Respectfully submitted,

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Laurie Morrone, Secretary

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William O’Brien, Chair  
Wolcott Library Board of  
Trustees