

**LIBRARY BOARD OF TRUSTEES  
MINUTES  
March 1, 2021 – 7:00 PM Meeting**

**Board Members Present:** William O'Brien, Lori Conant, Angela Buzzelli, Pat Najarian, Janet Tynan, Rene Johnpiere and Ann Marie Dambrauskas

**Also Present:** Sue Ouellette, Library Director

**Absent:**

**CALL MEETING TO ORDER:**

Meeting called to order at 7:00 PM

**PLEDGE OF ALLEGIANCE:**

**Taxpayer's Time:** NONE

**Motion:** made by Janet Tynan and 2<sup>nd</sup> by Ann Marie Dambrauskas to approve the January 4, 2021 minutes. No One Opposed. Motion carried.

**Correspondence and Communication:** Letter dated February 11, 2021 from Part-Time Employees

**Friends of the Library Report: Janet Tynan reporting**

- Renewed Tumblebooks
- Next meeting will be March 10<sup>th</sup> at 12:30. It will be an in-person meeting. Topics to be discussed will be the museum pass program and future book sales.
- Janet was approached by the Town Engineer to write a paragraph about the Library's Long Range Plan. Bill and Janet wrote up a paragraph and submitted it.

**Library Director's Report/Financial Report:** See Financial/Director's report for details

- Drew Roosa is doing an internship at the library as he works towards a Library Technology Certificate.
- Every Tuesday a new craft kit is being released for patrons.
- Video Storytimes continue and a new video is released every Wednesday.
- Wolcott was selected under Governor Lamont's Everyone Learns Wifi Initiative as having the most need of connectivity help. CEN installed the WiFi access points at the library.
- Beginning in March, local groups will be allowed to hold meetings downstairs as long as they follow the safety protocols.
- There have been several leaks in the roof. The roofing company has patched the holes and we are still under warranty.

## **OLD BUSINESS:**

### **Committee Reports:**

### **Facilities and Grounds:**

**Long Range Plan Committee:** Bill has broken down assignments for each committee and handed out the assignments.

### **Personnel:**

### **Programs:**

**Finance/Budget Committee:** Met with mayor last week. The meeting seemed to go well. Ann Marie spoke with Gianni & Sons and JA Rosa. Both companies have the specs and she is waiting for estimates to install the dumbwaiter. Sue will obtain estimates for the YA shelving. Dave Wilson has suggested that six computers need to be replaced.

### **Technology:**

**50<sup>th</sup> Anniversary Celebration:** New dates for the celebration October 16<sup>th</sup>-17<sup>th</sup>. The library and Friends of the Library are still planning on doing an animal program.

## **NEW BUSINESS:**

- Discussion regarding the letter from the part time employees:

One of their requests is that they are paid for snow days if they are scheduled to work. The board agrees with them. They also should be paid if the library opens late. Sue will draft a policy for the board to review at the April meeting.

Job Duties: Job descriptions will be reviewed and compared to the old descriptions along with the pay scale.

Sue received a letter from an employee who wants a new position created – Circulation Supervisor. This position currently does not exist.

Suggestion was made that the personnel committee meet with the staff to address their concerns.

- Girl Scouts would like to have a cookie booth at the library. The board approved their request.

**Motion to Adjourn:** made by Lori Conant and 2<sup>nd</sup> by Ann Marie Dambrauskas. No One Opposed. Motion carried.

**Adjourn: 8:29 pm**

Respectfully Submitted,  
Susan M. Mulcahy, Secretary  
Wolcott Library Board of Directors

**Approved:** \_\_\_\_\_  
Chairman/Vice Chairman