

**LIBRARY BOARD OF TRUSTEES**

**LOWER LEVEL OF THE LIBRARY**

**February 3, 2025 – 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.

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

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

**BOARD MEMBERS ABSENT:** Pat Najarian

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

- **PLEDGE OF ALLEGIANCE**

**APPROVAL OF JANUARY 13, 2025, MINUTES**

**MOTION:** made by Crystal Caouette to accept January 13, 2025, minutes and to fix The Grant portion in Long Range Plan as did not apply, seconded by Lori Conant, all in favor, no one opposed. **MOTION CARRIED**

**Taxpayer's Time-**None

**Correspondence and Communications-**None

**Friends of the Library**

- The website is up and running to accept donations.
- Landscaping planned for April.
- Circulation policy will be reviewed next week.
- Friends meeting will be next Wednesday Feb.12, 2025

**Library Director's Report and Financial Report/Bills for February 202**

- Been very busy with multiple programs every day. From chair yoga to trivia, crafts, games, music and many more for the community to use often.
- Home School meetups are going well.
- The Chamber of Commerce Meet and Greet will be on February 6th at 10:30.
- Repair Café will be Saturday March 15, 2025, looking for volunteers and fixers.
- Cabling is all finished. Switches, access points, patch cable and firewall to be connected.
- Discussed visiting several libraries and gaining some new concept for the new construction. Suggested having a slide show of different libraries and new ideas to discuss with the architects.
- Grants: Meg has some new ideas. Discussed circus related activities.
- Adult programs are doing great.
- Discussed some new ideas and programs to offer (AI , computer classes , crypto , genealogy )
- Discussed and went over the Expenditure Report.

### **Committee Reports:**

#### **Programs:**

**Facilities and Grounds:** Looking into the leak in the children's room.

**Finance and Budget:** meeting with the Mayor, budget presentation to Town Council-TBD, sometime in February.

**Long Range Plan:** Survey, still developing it. Discussed the new building plans and incorporating ideas into the old building also. Had a discussion about the building codes.

#### **Personnel:**

#### **Technology:**

**Library Renovations Committee:** addition/renovations bidding process status-schedules

#### **Old Business:**

**New Business:** DCF background checks. Need to discuss with Amy at the Town Hall. Would like to pursue and incorporate this policy.

**RECOMMEND MOTION: MOTION:** made by Janet Tynan “**that the Board go into executive session**” **seconded** by Crystal Caouette, no one opposed. **MOTION CARRIED**

**ADJOURNMENT:**

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

**Adjourn: 8:20 P.M.**

Respectfully submitted:

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Laurie Morrone, Secretary

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William O'Brien, Chair, Wolcott Board of Trustees