

Wethersfield Library Board Minutes of March 22, 2005, Meeting

Notice of actions taken:

Motion made and seconded to approve [the minutes of February 22, 2005](#).

Wethersfield Library Board Minutes of March 22, 2005, Meeting

Members present: Donna Brown, Greg Curtin, Lucille Domick, Susan Grady, Eugene Grayson, Brad Milvae, Polly Moon, Lucille Plouffe.

Also present: Laurel Goodgion, Library Director; Liz Kirkpatrick, Asst. Director; Elaine Zieller, Office Manager; Christine Fortunato, Town Council Liaison; Pauline Uchich, Friends of Wethersfield Library.

Chairman Greg Curtin called the meeting to order at 7 p.m.

I. Other items for the agenda:

Library Technology Plan.

II. Public comment.

None.

III. Approval of minutes of February 22, 2005

Gene Grayson made a motion, seconded by Donna Brown, that the corrected minutes of February 22, 2005, be approved. All were in favor.

IV. Committee Reports

A. Community Relations Committee

Luci Domick reported that Susan Grady, Donna Brown and she are writing a script for telephone calls in support of the Library budget. She distributed a draft of the letter to be emailed to supporters.

7:05 Polly Moon arrived.

Gene Grayson suggested that the Committee add to the script the time and location information of the public hearing. Contact information for the local newspapers would also be helpful.

Lucille Domick will email a copy of the telephone script and letter to all members of the Library Board.

7:15 Christine Fortunato arrived.

Greg Curtin announced that terms will be expiring for Board members Brad Milvae, Lucille Domick and himself. Lucille has indicated she does not want to be reappointed. Greg will report back to the Board on potential candidates.

V. Director's Report

Assistant Director Liz Kirkpatrick reported that 70 people attended the One Book - 4 Towns program at the

Keeney Center. Seventy copies of the book, *Home Town*, have been checked out of the Library. The first book discussion will be led by Susan Grady at the Community Center. Additional discussions will be held at the Keeney Center and the Police Station.

Liz asked Board members to support Literacy Night at Vito's Restaurant on March 31.

Laurel reported that funding for the proposed phone system for the Library has been included in the Capital Non-Recurring Budget after a meeting held with Bonnie Therrien, Joe Coombs and Mike Turner.

The annual Legislative Breakfast will be held on March 31 at the Newington Library, and Laurel encouraged Board members to attend.

Laurel Goodgion reported that part-time staff already employed at the Library will not be required to participate in the alternative Social Security plan as first announced by the Town. However, all new part time staff will be required to participate.

Laurel has asked Finance Director Lisa Hancock to review the Library pension plan and recommends that employee contributions to the pension plan be taken out of pre-tax dollars.

Liz Kirkpatrick distributed copies of the draft Library Technology Plan. The plan will be discussed at the April Board meeting.

VI. Financial Report

A. Operating budget

Copies of the operating budget were distributed. The Finance Director has plans to give each department of the Town more access to the MUNIS system which will save time for everyone.

B. Trust funds

Copies of the Trust Fund and Action Fund reports were distributed.

VII. Town Council Liaison report.

Christine Fortunato stated that the Town budget situation for 2005-2006 does not look good. The focus is on the school building projects. The Town is looking to the State for additional funding for the schools. The spending freeze will be in place until the end of the current budget year. The new businesses coming into town will generate some additional funds in the future.

VIII. Friends of the Library report

Pauline Ucich reported that the Friends Board had approved funds for the museum passes and the children's summer reading programs. The Friends received \$200 for the sale of the quilts. Two quilts remain. Donna Brown asked that the quilt with the townspeople's names on it be displayed somewhere in town rather than be sold.

IX. Chairman's report.

None.

X. Old Business

A. Budget proposal

Laurel handed out a comparison chart showing the history of budget support for the past few years.

The Town Manager's recommended budget for the Library kept the four part-time staff for the children's department after the renovation but eliminated other requested staff. Of the 31 computers requested in the

budget, funds remain for only six. The library materials budget request was reduced and funding to hire a collection agency was eliminated.

B. Renovation update

Laurel reported that the Physical Services department did an excellent job cleaning out the library storage area in the basement. Some items were given to the Nature Center and Social Services departments. Many items were dismantled and moved upstairs.

Susan Grady handed out information on a library advocacy workshop that she and other board members had attended.

XI. New business

Gene Grayson distributed the library director appraisal form. Board members were asked to fill out the form and bring it to the April board meeting.

XII. Adjournment

A motion was made by Donna Brown, seconded by Susan Grady, to adjourn the meeting.

The meeting was adjourned at 8:20 p.m.

Pauline Moon, Secretary