

Town of Glastonbury
Welles-Turner Memorial Library Board
Monday, May 8, 2023
Minutes

A meeting of the Welles-Turner Memorial Library Board was held on Monday, May 8, 2023, in the Glastonbury Room. A virtual attendance option was available. A quorum was present.

Meeting called to order at 5:05 p.m.

1. Roll Call

Present Board Members: Susan Pearlman (Chair), Jennifer Hudner, Ellen Saunig, Alexander Demircan, Rosemary Coggeshall

Other Attendees: Amy McCue (Library Director), Donald Kray (Friends of the Library), Ginny Roscoe (Second Century Fund)

2. Next Meeting

June 12, 2023

3. Public Comment

None.

4. Acceptance of Prior Meeting's Minutes

Approved unanimously without comment.

5. Liaison Reports

Friends of the Library (Donald Kray):

- May 13, 9:00 a.m. to 4:00 p.m. is the book sale. Friends are no longer accepting donations. A decision on the weather will be made the morning of 5/11.
- May 23 is the annual meeting. Guest speaker: Meredith Miller, who is a photographer for the Beinecke Rare Book & Manuscript Library. There will be a short meeting beforehand. There will be no elections.

Second Century Fund (Ginny Roscoe):

- At its Annual Meeting on April 19, 2023, the Second Century Fund thanked its outgoing officers whose term had expired. The following new officers were elected: Ginny Roscoe (President), Bernie Clarke (co-VP), Kennedy Hudner (co-VP), Martha Poole (Secretary), and Kyle Schoffmeier (Treasurer).

- The following new Board members were elected, bringing the current total to 15 volunteers: Len Boyle, Matt Candiloro, Matt Carey, Zac Rosensohn.
- Second Century Fund Board approved a budget for sponsorship of each Featured Artist Gallery Exhibit (approximately \$250 per Exhibit, not to exceed \$1,250/year). Amy McCue and her staff will manage the publicity and refreshments and then submit expenses to the Second Century Fund treasurer for reimbursement. Second Century Fund kindly asks that the Library note Second Century's sponsorship of the Gallery exhibits and events in the promotional posters and publicity/communications.
- Susan Pearlman asked if there are there any plans to do any large programs and/or fundraisers like what Second Century did in the past. Ginny Roscoe said that Second Century has yet to discuss. Jennifer Hudner further noted that Second Century is funding the Poetry in the Parks Program.

6. Library Director's Report

Prior to the meeting, the Library Director circulated a written report to the Board. The Board discussed several items from the report.

- Staff members recently attended workshops. Teen Librarian Meg Campbell participated in a training focused on "Youth and Adult Mental Health First Aid." Reference Librarian Hilary Mauro participated in a workshop on April 20 for a new state library initiative "Creative Aging in Connecticut Libraries." Several staff members also attended the annual Connecticut Library Association Conference on May 1-2 in Mystic.
- The Library hosted a school fieldtrip the last week of April where Poet Laureate Andrea Barton worked with a GHS English class to compose poetry based on the current art in the Library Gallery space. Teen Librarian Megan Campbell also took the opportunity to welcome teens to the library. Kate, who is in charge of the town English curriculum, toured around during the poetry field trip. Amy had a discussion with Kate regarding how to get event here in the library in the "Common." This would allow the whole community to celebrate our writers as opposed to being just in the high school. Logistics would need to be worked out.
- 12,995 attendance in April. A bit lower in March. There are also two days closed in April because of the holidays.
- Several programs in the MakerSpace. Art Mart during school vacation week. Originally conceived as a one day program but when staff saw how successful it was, they pivoted very quickly and made it possible for kids/families to visit every day. Intentionally scheduled to have flexibility. Kids were coming out of room grinning with crazy creations. This was very lovely and a very positive experience.

- Amy talking with vendors to come in to talk to staff about training on some of the MakerSpace equipment. There's money for training that has not been expended.
- "Not Your Grandmother's Quilts" was on April 10 which was very well attended. This will be starting in July with a regular group meeting in the space.
- STEAM programs for kids from a former employee of the Connecticut Science Center. She'll be doing some programming for kids in the MakerSpace. Kindergarten Field Trips this month.
- Circulation strong both in-person and digital. Compared to 2019, we are on track to do as well or better as in 2019.
- The Library started tracking website usage. We can now see how many people are visiting the library website. Over 14k visitors on our website last month. We have been working to fix up the website. Added a Glastonbury community archive to the website.
- Rose Coggeshall asked about the summer reading program theme. Amy McCue said details will be announced soon but it's a "summer reading surf club" theme!
- Susan Pearlman asked if staff members could attend future meetings. Amy said that if staff are available, they'd be happy to come.
- With respect to setting up a photo board in the library to "meet the librarian" Amy said that the staff has a photoshoot planned for later in March and will then decide what to do with these professional photos.
- Regarding the board game program, Amy recently met with the person from Manchester who is in charge of the game program there. Amy has curated game lists ready to go. Amy has committed to Jake that we will purchase games before the end of the fiscal year to at least have game nights but it will take some more time to figure out the logistics of lending games, etc.
- The puzzle exchange has been popular. This is a community puzzle exchange. The Library is not technically lending the puzzles.
- Don Kray asked about any plans to involve more volunteers, for instance, a senior citizen reading to children. Per Amy, we are working on building a more robust volunteer program. With respect to reading to children, the Library does not typically have volunteers do this because of potential liability issues and the fact that the Librarians have training specific to this literary experience.

7. Poet Laureate Report

- Andrea Barton, Poet Laureate, was not able to attend the meeting. Jennifer Hudner noted that new "Poetry Around Town" banners are at the printer so they should be up soon.

8. Old Business

- There was a wonderful reception for Amy on April 10. It was well-attended. There was also a nice write-up in the *Citizen* about Amy.
- Today, 5/8, Amy received an award for the Ct Library Association annual meeting for a publicity campaign at her prior library. People picked up a map at the library and participated around the community as part of the summer reading campaign. Theme was campaign/hiking etc. 800 people participated and two dogs! It worked really well. It was grant funded.
- Susan has been in touch with Kurt Cavanagh about filling the open Board seats.
- Next gallery opening is May 10, 2023 from 4-6 p.m. There's a featured artist exhibit that's been ongoing at the library. There's a new artist every 2-3 months. This will be the second meet and greet with the artist currently on display. Rose suggested that it would be a good idea for the event to be covered by *The Citizen*. This particular exhibit "Illusion or Reality" was done in conjunction with high school students drafting poetry. The photographs are un re-touched with amazingly interesting reflections. The idea was for the exhibit to be stimulating for the high school poetry writers. The students went on a poetry field trip in April.

9. New Business

Bylaws

Prior to the meeting, Susan Pearlman circulated the existing Bylaws for the Board as well as proposed changes to same and asked Board members to review and comment. There were proposed changes to Section 2.3(a) and Section 3 "Duties of the Board."

- The Board discussed the proposed changes to Section 3. Ellen Saunig proposed a minor change to sections 3.2 and 3.3 to either capitalize "Plan" or make it clear that "plan" represents the strategic plan discussed in the sections.
- There was some discussion about the endowment fund. Amy said she will find out more information in advance of our next meeting.

- On a motion offered by Susan Pearlman to accept revisions to the bylaws by changing: Section 2.3 to add “meetings shall be held at least six times a year” and remove “Meetings will be held once a month except during the months of July and August” and also by removing Section 3, Duties of the Board and substituting a new Section 3, as proposed. The motion was seconded by Ellen Saunig and passed with Susan Pearlman, Jennifer Hudner, Alex Demircan and Ellen Saunig all voting in favor of the motion and Rosemarie Coggeshall voting against it.
- On a motion by Rosemarie Coggeshall to delay the adoption of the bylaw changes until more complete notice of the proposed changes was included in the agenda for the next meeting, the motion was seconded by Alex Demircan and failed with Rosemarie Coggeshall voting in favor of the motion and Susan Pearlman Jennifer Hudner, Ellen Saunig and Alex Demircan voting against it.

Library Behavior Policy

- Amy McCue presented a proposed revised Library Behavior Policy. Jennifer Hudner asked if the policy should include quiet zones within the library so it is very clear to patrons where quiet chatting is acceptable and where it is not. Amy explained one issue currently is that the policy doesn't give staff much discretion if people are talking quietly as they need to remind all to be quiet. She will review the suggestion with staff and present any revisions at the next meeting for a final vote. Jen also asked about the age requirement (age 12) under Safety of Children. Amy explained this is CT State Statute about when children may be in a public setting unsupervised and included this piece of the Statute in the Policy.
- Amy presented the proposed Public Art Policy. With two minor changes for consistency (using the word Artist rather than interchanging it with Exhibitor and replacing the Library Board of Trustees with the Library Board of Directors), Susan Pearlman made the motion to adopt the new Public Art Policy. The motion was seconded by Rosemary Coggeshall and passed unanimously with Susan Pearlman, Jennifer Hudner, Rosemarie Coggeshall and Alex Demircan all voting in favor of the motion. Ellen Saunig had to leave the meeting early and did not vote.

Susan Pearlman moved to adjourn the meeting and this was seconded by Alex Demircan. Meeting adjourned at 7:05PM.

Respectfully submitted,

Ellen D. Saunig