

Town of Glastonbury
Welles-Turner Memorial Library Board
Monday, May 20, 2024
Minutes

A meeting of the Welles-Turner Memorial Library Board was held on Monday, May 20, 2024 in the Glastonbury Room.

Meeting officially called to order at 5:04 p.m. A quorum was present.

Jennifer Hudner made a motion to add a discussion to New Business, to talk about changing the time of WTML board meetings. Nicole DiCicco voted to add it, Ellen Saunig seconded it, and it was added to the agenda unanimously.

1. Roll Call

Present Board Members: Jennifer Hudner, Ellen Saunig, Nicole DiCicco, and Chris Haaf.

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

2. 2024 Meeting Schedule

July 8
September 9
November 12

3. Public Comment

None.

4. Acceptance of Prior Meeting's Minutes

Jennifer Hudner suggested an amendment regarding the name change of the MakerSpace from Second Century Fund Innovation Center to 2CF Studio. Donald Kray amended his report: the first sentence was modified from “mostly children’s books” to “mostly adult books.” Chris Haaf made a motion to adopt minutes the minutes as amended. Ellen Saunig seconded. The amended minutes were adopted unanimously.

5. Liaison Reports

Friends of the Library (Donald Kray):

- End of April sale of primarily adult books sold about \$7,000. This is added to the almost \$5,000 from January.
- For first time ever, Friends are getting sponsorships for the children's book sale, which will be held May 31 and June 1 held in the Friends Room and the 2CF Studio. Friends have grossed \$3,000 from this. This money will be used for Children's programming.
- There will be a 2-day sale of all books at Academy School in September.
- Friends annual meeting is May 21 and anybody is welcome to become a member.

Second Century Fund (Ginny Roscoe):

- Annual board meeting was held in April. Officers were voted on. Bernie Clark and Kennedy Hudner are co VPs. Kyle Schoffemeer is still Treasurer. There is a new secretary.
- 2CF continues to support Poetry in the Park with banners, and they are ready to go.
- There are 2 committees working on 2 activities: a family fun run in the fall, and a big author in the spring.
- 2CF discussed and approved a gift of support with library MakerSpace equipment, in the amount of \$22,000. It hasn't been announced publicly. This is to match the grant that Director McCue was able to get.

6. Library Director's Report

- Part time positions have been posted and interviews have begun. Selections and hiring should be going through soon.
- Several employees from WTML attended the state library conference and presentations were well-received.
- Director McCue connected with a presenter at the conference who will be doing staff training in the next month, on a new customer service model. She is a professional library consultant who will be coming to do training with the whole team.
- Circulation and foot traffic are both still solid. Most of the April surge this year was likely due to the Friends book sale.
- There is a new exhibit in Gallery and a reception will be planned.
- The construction grant is still being worked on.
- Director McCue has officially gotten the grant from the Public Utilities Regulatory Authority.

- Programming has been solid this spring, including the Egg-cellent Story Stroll and Preschool Art Show which were both well-attended.
- Solar eclipse glasses were distributed for the lawn viewing, and are being collected to distribute in South America for the next eclipse.
- Circulation is solid and expected to rise with the elimination of fees and more people coming in to use the 2CF Studio.
- New user-friendly software is being installed on library computers with features such as print from phone, print from home, etc.
- Partners in Planting are installing planters on library grounds. They will be used to prevent cars from driving onto sidewalk at back entrance.
- Garden clubs or people who love flowers are invited to volunteer their time weeding in the children's patio, so long as they check-in at children's desk.
- There is more exciting programming coming up, including the big Summer Reading Kickoff Party, which still needs volunteers.

7. Poet Laureate Report

Selection Committee Update

- The committee initially received 3 applications, but 1 applicant withdrew.
- New Poet Laureate will be selected this week.

Celebration for outgoing/incoming Laureate:

There was a discussion of ideas, such as a reception on WTML patio and in the Glastonbury Room, with the Friends Room as a backup in the event of rain. Library staff and Town Council would be included, probably sometime in the fall. Ginny said 2CF will supply refreshments. There was a discussion about having some type of proclamation from someone from the town and even state. Music was also discussed, with ideas such as a string quartet from the high school. Chris will contact Jill Barry about a potential proclamation. A date should be chosen soon.

8. Old Business

Budget Update

- It is getting close to the end of the fiscal year, and final purchases are being made. The team is in good shape.
- There is still money in the part-time budget, so a new part-time employee is able to be brought on now, prior to July.

9. New Business

Library Fines Update – Lending Policy coming soon

The Lending Policy hasn't been updated in a very long time so it is being looked at internally to make changes.

Personnel Update

Director McCue has written a draft of the new MakerSpace position and has submitted it to HR. They will get to it as soon as they can so it can be posted.

Change of Meeting Times

There was a discussion about changing WTML board meeting times from 5pm to 5:30pm, as this time is better for the majority of the board. Ellen Saunig mentioned trying to avoid scheduling board meetings the same night as Board of Ed meetings. Jennifer Hudner made the motion to change the time and Ellen Saunig seconded it. The meetings were voted to change to 5:30 beginning in July.

10. Correspondence

None.

Chris Haaf made a motion to adjourn the meeting. Jennifer Hudner seconded the motion. Meeting adjourned at 6:25 p.m.

Respectfully submitted,
Nicole DiCicco