

Waterford Public Library
Board of Trustees
10 March 2026

Trustees present: M. Furey-Wagner, E. Boyce, L. Couture, N. Dragoli, B. Kyne, J. Lehet, J. Merrill, G. Ritter, A. Robarge, A. Rosenberg, A. Simpson Also present, C. Johnson, Library Director, and S. Driscoll, RTM Moderator.

Not present: C. Giordano.

1. A quorum was established and President M. Furey-Wagner called the meeting to order at 6 p.m.
2. There was no Public Comment.
3. Correspondence from Town Clerk. Town of Waterford Ethics Commission Advisory Opinion which applies to all public officials of the Town of Waterford (defined as members of Boards and Commissions and Town Officials whether elected or appointed, in concurrence with the Code of Ethics Sec. 2.50.020H).

No impact at this time.

4. Consent Agenda

A. Minutes for 13 January 2026, no changes.

B. & C. Treasurer's and Financial Report - G. Ritter

- The Endowment account, as of 2/28/26 was \$4,266,500.

A motion was made by A. Rosenberg, seconded by A. Simpson to accept the Consent Agenda as submitted. A vote was taken. All in favor, none against, no abstentions.

5. President's Report - M. Furey-Wagner

- First of all, thank you to A. Rosenberg and E. Boyce for their support of C. Johnson during the WPL Budget Hearings before the Board of Selectmen and Board of Finance.
- The Boyce Family, in honor of Thomas Boyce, has made a substantial contribution to refurbishment of the Children's Room. Son Chris, an architect, has been instrumental in working out the design, decor, and furniture to give this area an updated and more workable space. The 1st step is furniture which will be evaluated with trial pieces in the Children's room.
- Once the project has been completed, there will be a dedication in honor of Thomas Boyce.

6. Executive Session - omitted

7. Committee Reports

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A. Finance - G. Ritter

- Per an e-mail from Kevin Grenham, at One Digital, the Endowment is now at \$4.266,500.
- The allocation is back to 70% Equity and 29% Bond.
- Annual performance, 3/1/25-2/28/26 is a 14.34% increase, which includes the \$151,889 Endowment donation last year.
- The Annual Trailing 5 years total, 3/1/21-2/28/26 is up 8%.
- However, there will be volatility in the market until the War has ended.
- To date 80% of the Endowment allocation has been transferred into the library's checking account. There will be one more transfer in May, the 4th & final distribution of the year.

B. Development and Fundraising - M. Furey-Wagner

- Year to date, the current Net Fundraising is \$28,275, a 10% increase over last year at this time.
- Net fundraising is down as a result of fewer Bequests.
- Last year \$7,000 was raised from the Jewelry Sale. This past month an additional \$700 was received from sale of scrap silver and gold.
- The Second Annual Jewelry Sale will be held 2 May. Good donations so far. Volunteers are needed for the Sale.

C. Building and Grounds - C. Johnson

- The HVAC project is basically complete. It won't be signed off until the AC component has been tested during cooling season.
- The only outstanding item is a dedicated work station for staff to adjust the thermostats. The exact location, with best network connection, has not been determined.
- There was a brief power outage during the big blizzard. When staff returned to the building on Wednesday, 25 February, there was no heat. A disconnected wire was the cause and once connected heating resumed.
- Because of the melting rooftop ice and snow there have been new water stains in ceiling tiles outside the Activity Room. The roof was re-patched today.
- The roof was replaced in November 1995 with a 10 year warranty! Since then it has been patched and patched.
- The new roof is in the DPW Capital Budget to be replaced in FY2027.
- The RTM approved \$25,000 for design work for the electrical and lighting systems of the library. Ken Hipsky, the Town approved Engineer, is getting the project ready to go out to bid.
- There now appear to be long lead times for switch panels and for Eversource to install the new transformer.
- A meeting with Ken Hipsky and Gary Schneider, DPW, will be scheduled for next week. Building and Grounds Committee and President invited.

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- The planned Town-wide LED lighting upgrades project is now back on. This should commence at the end of the month.
- The new Parking Lot lighting, part of the Electrical Service Replacement project, may occur before the new transformer and switchgear are installed.

D. Policy and Personnel - A. Simpson

- The current policy on Patron Responsibilities was approved by the Board of Trustees in May 2004.
- The staff recommended revised Patron Responsibilities policy was presented. A vote to be taken during Old Business.

8. Director's Report - C. Johnson

- A grant submission to Chamber of Commerce of Eastern CT for \$8,610 would support a summer intern and additional marketing support and program support for youth summer reading. Grantees will be notified in mid April.
- USAging declined our grant request for \$35,000 to fund one year of weekly Memory Cafe Sessions. I plan to seek a smaller amount of funding from a local funder.
- Our request to T-Mobile for a Hometown grant of \$50,000 was denied. There are only 25 requests granted across the entire United States each quarter. But you can resubmit and I will.
- I will be reaching out to the First Selectman and DPW to discuss a possible Congressionally Directed Funding request to support the installation of an ADA compliant elevator to the lower level and a lift up to the mezzanine. I will investigate the Town's match requirement based on the \$1.12 million cost estimate.
- Weather affected attendance at "Take your Child to the Library Day" on 7 February. However, 100 children visited the library that day.
- Our Eversource-funded America 250 program began on 21 January with a virtual program on the Boston Tea Party. The 28 February program, in conjunction with the Waterford Historical Society, was a live portrayal of General Israel Putnam. There were 62 attendees.
- Cub Scout Pack #36 had a cake decorating fundraiser on 2 February. Jenna Bivona and I attended. She served as one of the judges and the Pack raised \$300 in support of Waterford Public Library!
- I will be speaking, as part of a panel presentation, on Memory Cafes in libraries, at the Public Library Association Conference in Minneapolis on Friday, 3 April.
- I have been running the weekly Memory Cafe program at Senior Services since Friday 6 February. There have been 8-12 attending and I have been asked to continue this program for the next 3 months.

9. Old Business

- A. Directors and Officers Insurance - Acrisure has been selected and payment will be issued.

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B. Revised Patron Responsibilities - A motion to accept the new 2026 Patron Responsibilities Policy, as recommended by the Staff, was made by B. Kyne and seconded by A. Simpson. A vote was taken. All in favor, none against, no abstentions.

10. New Business

- The American Heart Association has made an offer to donate a couple of Blood Pressure monitor kits for use in the community. These would be loaned out like other equipment.
- A. Simpson questioned how are they calibrated? How would they be maintained? What if they were lost or returned damaged? Is there an issue of Liability?
- C. Johnson will pursue answers.

11. Adjournment

A motion was made by J. Merrill, seconded by L. Couture to adjourn. A vote was taken. All in favor, none against, no abstentions. The meeting adjourned at 7:07 p.m.

Respectfully submitted 12 March 2026

Joy S. Merrill, Co-Secretary