

Waterford Public Library
Board of Trustees
Special Meeting via Zoom
3 December 2024

Trustees present: E. Boyce, L. Couture, N. Dragoli, C. Giordano, B. Kyne, J. Merrill, G. Ritter, A. Robarge, A. Simpson. Also present, C. Johnson, Library Director.

Not present, J. Lehet, A. Rosenberg.

1. A quorum was established and President Mim Furey-Wagner called the meeting to order at 5:30 p.m.

2. New Business

a. FY26 Town Budget

Board President M. Furey-Wagner and Director C. Johnson met with First Selectman R. Brule regarding the FY26 WPL Budget submission. He is appreciative of the contribution of the Library to the Town. He has concerns over the number of personnel but amenable to letting attrition play out. Also, he is responsive to an increase of 2% over last year's flat budget. The Town will pay for Sunday hours in Winter.

On 2 December the RTM met and proposed union raises of 2 1/2%. The salary line item amount is determined by Personnel. Given this new factor C. Johnson reviewed the part time staff, who do not get paid holidays or overtime and believes it will still be possible to come in at a 2% for the Salaries line item.*

A motion was made by G. Ritter, seconded by C. Giordano to have the FY26 Town Budget reflect this.

b. FY26 Trust Budget

The average of the value of the past 3 years of the Endowment is \$3.325M. For FY25 the Endowment contributed 4.6% or \$151,889. The proposal is for 4.7% for FY26 or \$156,162.

A review of all the line items included a possibility of increases for copier income if the new network cable is installed for the new machine. Also included is a reduction in the Spanish language collection line item since \$2,500 was spent in FY25 to establish it. Education and conferences line item reflects the \$1,500 reimbursement to a library employee who is enrolled in a MLS program. Currently there is one employee that may qualify next year. Additionally, a frugal use of supplies and a change in online subscriptions, and a boost in Fundraising may lessen that expense and boost revenue in these line items. Programing will will remain the same amount for Adults, increased for Childrens, and decreased for Teens.

A motion was made by A. Simpson, seconded by J. Merrill, to contribute \$119,300 from the Endowment for Books and Materials FY26. In discussion a comment from G. Ritter noted that the availability of these funds now is possible because the Endowment has not been spend down.

A vote was taken to approve the Corporate Budget for FY26 in the amount of \$119,300 for Books and Materials. All in favor, none against.

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Note the Board of Finance Hearing will be March 3rd.

3. Adjournment

A motion was made by J. Merrill, seconded by A. Simpson, to adjourn. A vote was taken. All in favor, none against. No abstentions. The meeting adjourned at 6:00 p.m..

Respectfully submitted 4 December 2024

Eileen Boyce and Joy S. Merrill, Co-Secretaries

*Subsequently, after further review, it was determined that this was not correct as the director was not comparing the correct lines. The actual salary increase not factoring the Sundays and fringe benefits would be 2.1% with those new expenses, 3.3% without changing staffing levels.

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Trustees present: N. Dragoli, B. Kyne, J. Merrill, G. Ritter, A. Rosenberg, A. Simpson. Also present, C. Johnson, Library Director.

Not present, E. Boyce, L. Couture, C. Giordano, A. Robarge, J. Lehet.

1. A quorum was established and President M. Furey-Wagner called the meeting to order at 5:38 p.m.

2. FY26 Town Budget Submission

A motion was made by A. Rosenberg and seconded by N. Dragoli to accept the revised budget to be submitted.

Since the original budget was approved at the December 3 Special Meeting, further discussion with First Selectman Brule confirmed his request for a Library budget with 2% increase plus funding for Sunday hours. This occurred after the non-union raises of 2.5% were approved by the RTM for all library staff.

Therefore, the only way to achieve the 2% increase is to reduce library hours. Thursday evenings are the least trafficked nights and fewer programs are scheduled.

The proposed revised budget would have the library close at 5 p.m. on Thursdays. This will result in a savings of 3 shifts of part-time workers. Full time staff will have hours reallocated. Also, reduction of 4 Page hours per week will result in savings. An additional reduction in Books and Related Materials will also result in savings and thus achieve the 2% increase.

A vote was taken. All in favor, none against.

3. Adjournment

A motion was made by J. Merrill, seconded by N. Dragoli, to adjourn. A vote was taken. All in favor, none against. The meeting adjourned at 5:50 p.m..

Respectfully submitted 12 December 2024

Joy S. Merrill, Co-Secretary