Waterford Public Library
Board of Trustees

Minutes of Meeting of 9 January 2024

1. President Aaron Rosenberg called the meeting to order at 6:00 p.m.
   Trustees present: A. Rosenberg, E Boyce, N. Dragoli, M. Furey -Wagner, B. Kyne, J. Lehet, J. Merrill, G Ritter, A Robarge, A. Simson. Also present, C. Johnson, Library Director.
   Not Present: C. Giordano

2. Public Comment - none

3. Consent Agenda
   Motion made by J. Merrill and seconded by N. Dragoli to accept the Consent Agenda, the Treasurer's Report, and the Financial Report. All in favor.

4. President's Report – A. Rosenberg
   - The Library budget was submitted to town along with a letter by A. Rosenberg reviewing the Library's many accomplishments and continued stature in the community as a learning, social and academic center.
   - Continuing with A. Rosenberg 's style to pose a question to the Board that elicits discussion, he asked which library staff members have made an impact on you. Several Trustees mentioned the accessibility and friendliness of staff as a group. One reflected on how his young son was immediately welcomed into a particular night-time children's program and made to feel comfortable because of the librarian's welcoming manner. Both Strategic Plan Committee Board members praised the dedication of staff members on the committee.

5. Executive Session - none

6. Committee Reports

   Finance - G. Ritter
   - Market continues to show fluctuations. Current balance of holdings indicates $3,428,422.20.

   Development and Fundraising - M. Furey - Wagner
   - Fundraising letters were recently mailed out, about a month behind last year's mailing.
   - Total to date is $15,818.96 reflecting about three weeks of contributions, Centennial Drive, Charter Oak match, Library Giving Day and Bequests.

Strategic Planning – E. Boyce

- Committee work has completed on final draft version Strategic Plan for 2025-2027. Library staff continue to develop action plans for each goal in the plan. The draft will be voted on tonight by the Board.
- The strategic plan represents many hours of work by the committee and supported by staff input. The objective was to produce a clear, concise document that outlines the library's core objectives and plan of action for the future.

7. Director's Report - C Johnson

- On the status of current HVAC work – BOF approval of funds transfer took place on November 8. RTM approval of funds transfer was on December 4th. BOS approval of RZ Associates for design and construction administration took place on December 5th. In question is still the condition of the roof and whether work will be done first on the roof to ensure a successful project. Effort will be made to bring attention to the roof once again. RZ Associates representatives will be visiting the library to assess current needs and scope of the project.
- The Director met with First Selectman and Dani Gorman on November 29th to discuss the topic of homeless intervention. A specific protocol was established for future steps the Library staff will take on this issue. First phone will be to Dani Gorman's office who expressed support by her team to the Library.
  As a follow-up Dani and Heidi came to speak to Library staff and offered bus passes to be given to a homeless person in need.
- All day CLC Vendor Expo at SCSU took place for staff on November 14. Chris was the lucky winner of a Toniebox. This is a digital audio player that offers children a screen free way to listen to stories and songs and will be utilized at the library in future activities.
- On December 5, staff participated in a webinar: Tools for Reimagining School Readiness. This is an added resource for Early Literacy programs by Jenna and team.
- Chris continues to submit grants that will enhance the library's programs: $1250 to the Bodenwein Public Benevolent Foundation to fund Great Discussion, $7275 to the association of Rural & Small Libraries to fund installation of water bottle filling station and provide free menstruation supplies in the restroom, and a proposal from the founders of a local non-profit, Traveling Toys. The founders, Mary Didiuk and Diana Caty, will work with Jenna on providing toys that will circulate from the library, as well as provide some resource for the children's room.
- Amy Sindel, a valued employee is retiring after 26 years of service. Britta Obertello will start on January 17 in the position vacated by Amy.
- On December 4th RTM approved 2.25% wage increase for Non-Union Management Professionals, Administrative Support and Technical Craft retroactive to July 2023. 2.5% increases effective July1, 2025.
- Trustee J. Lehet hosted a Puzzle Mania event on November 22 and a December 8th read aloud to his book, Milton the Rein-Moose.

- New Event, a celebration of Jolabokaflod (Icelandic for “book flood”) provided 70 books as gifts to adult patrons.
- Sunday hours, open 1-4 pm, have averaged about 63 patrons in the first ten Sundays.
- Winter reading challenges for adults and children have begun.

8. New Business
    - Discussion of terms and conditions of employment and pay equity for library staff. In the past, practice was established to have salaries equal to town employees in the same category. New wage scales, as of July 2023 show a disparity between library and town employees. Executive committee will meet to discuss next steps to address this development.
    - The final version of Strategic Plan Fiscal Years 2025-2027 was presented. Motion made by M. Furey - Wagner and seconded by J. Merrill to accept the plan with one friendly amendment. “As appropriate” phrase will be included under Belonging, goal number 4. All in favor. Plan accepted.

9. Adjournment
    - Motion was made by J. Merrill and seconded by A. Simpson to adjourn. All in favor. The meeting adjourned at 6:59 pm.

Respectfully submitted 10 January 2024

Eileen Boyce, Co-Secretary