

Approved

**Wethersfield Library Board
Minutes of February 25, 2014**

Members present: Joe Aguiar, Dorene Ciarcia, Martha Conneely, Mary Frazier, John Gallivan, Laila Mandour, Stephanie McKenna, Penny Stanziale.

Others: Laurel Goodgion, Library Director; Carolyn Vallieres, Friends of Wethersfield Library; Jeff Kotkin, Town Council.

Excused: George Kelly

CALL TO ORDER: Chairman Dorene Ciarcia called the meeting to order at 7:02.

PUBLIC COMMENT: None .

FRIENDS OF THE LIBRARY: Carolyn Vallieres reported that there were 25 volunteers signed up to help at the spring book sale. Book donations are steady. The Friends are planning their "Night at the Opera" event for May 1st to launch the new collection of opera videos that the Friends have donated to the Library.

TOWN COUNCIL LIAISON: Jeff Kotkin reported that the Council Budget Committee is meeting regularly. He explained the process for approving the Town budget. May 15th is the deadline for the adoption of the budget.

LIBRARY BOARD CHAIRMAN: Dorene Ciarcia reported that the Library Board Finance Committee is meeting with the Town Finance Committee tomorrow.

APPROVAL OF THE MINUTES

Joe Aguiar made a motion to approve the minutes of January 28, 2014. Penny Stanziale seconded the motion. All were in favor and the motion passed. Martha Conneely abstained.

Laila Mandour made a motion to approve the minutes of February 18, 2014. Martha Conneely seconded the motion. All were in favor and the motion passes. Mary Frazier abstained.

LIBRARY DIRECTOR'S REPORT.

Laurel reported that the display of new non-fiction books has been moved to make it more comfortable for people to browse the collection. This was spurred by patron comments. The Family Place program series for preschool children and their parents starts in March. Laurel distributed a flyer prepared by the State Library which presents facts about the Wethersfield Library.

UPDATE ON SEARCH PROCESS

The posting for the job went out last week. The Board needs to be careful to comply with Freedom of Information requirements regarding email communications among Board members. Dorene has updated the timeline for the search process and tasks that need to be accomplished. Dorene reported that she will provide updates to the Board regarding the library director search. An ad is going in the Hartford Courant. The first round of interviews will be conducted by a panel of librarians. Dorene met with Town Manager Jeff Bridges to brief him on the process. Jeff Kotkin said it will be important to convey the Board's strategic vision for the Library. Martha Conneely said it will be important to find out what the community wants. It was decided to hold a community forum in March to solicit input and find out what qualities people want in the new director.

PROPOSED BUDGET FOR 2014-2015

Laurel presented the proposed budget. Pension fund expenses have increased 44% over last year. The budget proposal includes \$20,000 for replacement of some of the oldest computers. The proposal includes two service increases: increasing the teen librarian position to full-time and adding Sunday library service for the months of June and September so the Library is open on Sundays for the entire school year. Technology support is one of the largest expenses and Laurel provided a detailed expense sheet.

Mary Frazier moved to approved the proposed budget for 2014-2015 and the motion was seconded by Joe Aguiar. All were in favor and the motion passed.

COMMITTEE REPORTS

Finance Committee: Dorene reported that the Finance Committee met to review the proposed budget.

Outreach Committee: Stephanie McKenna visited the Library with the high school art teacher. A high school art show is scheduled to be held at the Library in March, 2015. The teen librarian is working with staff at the high school to plan a poetry night at the Library April 10th.

Laila Mandour moved and Stephanie McKenna seconded that the meeting be adjourned. The meeting was adjourned at 8:05 p.m.

Respectfully submitted,
John Gallivan