



Willington  
Public Library

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**Board of Directors  
Meeting Minutes**

*\*\*Minutes are not official until approved at next regular meeting\**

11/13/18

**Present:** Shari Cote, Kristine Donnelly, Sarah Peck, Jennifer Pallo,  
Mary Pat Maloney, Joy Wrona  
**Absent:** Heather Alexson

**Meeting called to order at 7:04 pm.**

**Approval of Minutes**

- n/a

**Present to Speak**

- n/a

**Communication**

- n/a

**Director's Report**

- Discussed and reviewed

**Treasurer's Report**

- Discussed and reviewed

**Old Business**

- Discussed municipal and non-municipal employees
- Discussed dog policy

**New Business**

- Discussed and reviewed the display and publication of Patron Policy
- Discussed and reviewed staff management and hours
- Discussed holiday closure schedule. The Library board will review the library holiday schedule. The board will also review the paid holiday schedule.
- Discussed the comment/suggestion box. Kristine Donnelly is researching different lock boxes. The board will review at next scheduled meeting.
- Discussed inclement weather closing  
Shari Cote motioned that the Library follows the same inclement weather closings as the according to the town offices. (When the town offices close early, the library does as well.)  
Joy Wrona seconded  
All in favor, motion passed
- Shari Cote motioned that Friday, November, 23, 2018 be a paid holiday. Future days will be reviewed and discussed.  
Jennifer Pallo seconded  
All in favor, motion passed

Jennifer Pallo motioned to enter executive session at 8:01

Jennifer Pallo motioned to exit executive session at 8:22

**Adjourn**

- Sarah Peck motioned to adjourn at 8:22 pm  
Mary Pat Maloney seconded  
All in favor, motion passed

Respectfully Submitted,

Shari Cote

Shari Cote, Secretary