

Willington Public Library  
Board of Directors  
Regular Meeting: AMENDED MINUTES  
Sept. 13, 2021

Roll call and establishment of quorum

Present: Elena Testa, Kathy Ryan, KarenAnn Caldwell, Joy Wrona, Joan Taraskiewicz, Rebecca Cartabiano, Debbie Linares and Hope Grove (interim co-directors)

**Call to order** 7:00 pm.

A quorum was established.

This meeting was held online via ZOOM per Covid-19 requirements.

The meeting for August 2021 was not held due to a procedural glitch.

The minutes for July 2021 were read. Elena made a motion to accept the minutes of July 12, 2021 be accepted. Joy seconded the motion. The motion passed unanimously.

The treasures report:

Revenue (donations and patron fees) was \$214.35  
Expenses for the month were \$10,419. 40  
Ending Balance is \$206,604.37

Director's report:

- The library is back to using the pre-COVID schedule.
- The staff meetings have been changed to the last Wednesday of the Month at 5 pm. They will be held online via ZOOM. Links will be sent to board members.
- Hope said that the daily tallies of patrons that are kept are showing that library use is steadily increasing. She hopes that being open full time will increase use even more.
- Willington Day: The day was a success. Many people visited the library site, "old friends and patrons" (Debbie). The hotspots we had purchased helped out a great deal; library cards could be processed using the hotspots for establishing the internet connections necessary.
- The library made \$128 on the August WPL tote bag and gifts drawing.
- Debbie and Hope have been brainstorming about ways to raise money for the library. Debbie said that some are small, but every penny helps. (bottle returns, monthly drawings, photo fundraisers, etc.
- The condition of the lawn has become a problem. The Interim co-directors are not happy with the mowing/trimming job that has been done. They recognize that the town workers are not the people doing the job; it is an outside group that was hired by the town. The directors have talked with the workmen three times and there has been no improvement. Debbie suggested that they may have to talk with Erika Wicinski (Willington First Selectwoman) about this matter.
- Programming is increasing with some of the events curtailed by COVID-19 returning. There are 14 confirmed and 3 pending programs that will occur before Christmas. These programs can be found on the library e-blast site. The board members could support these programs through attendance and promotion (Debbie)
- The book sale is continuing throughout September during regular library hours.
- Board members should report the number of hours they spend on library business for the last fiscal year (July 2020 - June 2021 ) to Debbie and Hope.
- WPL will be turning 100 in two years. We need to start thinking of how we can celebrate this milestone.
- The interim co-directors "appreciate and thank those who care enough to continue on with their work by choosing to run again for the library board"

Old Business:

- A Letter from Mary Pat Maloney was read. She was asking for better response when she had a question or concern. She had trouble accessing a meeting. That glitch had to do with the way the ZOOM meeting was set up. That has been corrected. KarenAnn apologized to the delay in answering Pat's letter.
- The minutes from the board meetings will stay on the WPL web page for at least 45 days.
- Personnel: KarenAnn: "should we have contracts that state exactly how many hours people are working, what their duties are and just make it official?"
  - Joan: I would like to move to form a personnel committee for the purpose of designing contracts for the people of the library. Kathy seconded the motion. Debbie commented that hiring directors was the board's responsibility, but the responsibility for hiring the other personnel lie with the director(s). Elena said that contracts should be designed with a lawyer. Rebecca said that a committee could be writing up job description but not necessarily contracts. A vote was taken on the original motion. Kathy abstained. Everyone else voted 'nay'. The motion was defeated.
  - Joy: I make a motion for the Willington Library Board of Directors to form a committee to work with the Library Board of Directors to create job descriptions for the Willington Public Library personnel. Elena seconded the motion.
    - Karen, Joan, Joy, Kathy, Rebecca: aye    Elena: nay    the motion passes
- Back to Normal Celebration, Sept. 25
  - A chance to celebrate that the library is back to opening schedule. A chance to reconnect with the library and each other. Rain? It will be held inside. There will be activities including games, some food,. Debbie urged the board members to attend , their help is needed.
- Investments: We have the large account that was designated for finishing the lower level. It is earning 0.3% at the current time. The best rate KarenAnn could find in her research was 0.5% interest. At that rate this fund would generate about \$1200 in interest/ year.
  - Joan: This Stiff account is designated for finishing the basement so let's ask a contractor if that can be accomplished for the funds that we have.
  - KarenAnn: This unfinished area had been considered for a children's library in the past, but it would be better not to put the youngest children down there. It could become a place for Young Adults.
  - Elena: We have to make sure we have some money left over for emergencies. KarenAnn agreed with Elena, but noted that there are other accounts with money that could be used in case of emergency.
  - Any suggestions for contractors that we should consider can be sent to Joan. Debbie suggested that we contact the original contractor for input and an estimate.
- Board Concerns:
  - Fundraising: some ideas were bantered about but none were committed to.
- Motion to Adjourn: so Moved by KarenAnn, seconded by Kathy. Passed unanimously.
- Meeting adjourned at 8:41.

Respectfully submitted,  
JoAnne Taraskiewicz  
Secretary.

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