

**Willington Public Library
Board of Directors
Regular Meeting
March 27th, 2024 7:00 PM**

Roll call and establishment of quorum- Present- Joanne Taraskiewicz, Kathy Ryan, Nick Tella, Jen Tehan and Director- Hope Gove, Karenann Caldwell and Director Deb Linares joined by Zoom. Joy Wrona arrived at 7:15 PM.

Call to order was made at 7:12 PM. Quorum was established. Library Board meetings are held in person in the library and online via Zoom for the public.

Present to Speak- None.

Acceptance of Minutes of March 13, 2024 meeting and March 27th meeting- KarenAnn made a motion to table this to the next meeting, April 10, 2024.

Director's Report-

Treasurer's Report-

New Business- Library staff job descriptions- This issue was discussed whereby all board members are to look over the write-ups that were done previously- one from Karenann and Joanne's brainstorming session, one from Deb and Hope's brainstorming session and one from the ALA and the board would discuss what is thought to be appropriate at the next meeting.

* The board watched an overview of the seminar 'Library Board Basics'. The takeaways mentioned were- the roles and duties of the board, along with the Friends of the Library and the library director; that everyone on the board should stand behind what the board's vote is, even if they voted differently; the library board needs to adopt their own Code of Ethics policy; and board members should not vote on any issues that may financially benefit themselves. Ralph Tulis mentioned that any board members in this position should recuse themselves from the voting.

* The library's Policy and Procedures manual needs to be updated.

* Discussion on fundraising- Joanne said the Friends will be holding their annual book sale, but it will be on the weekend of June 8th and 9th only, not the whole month long. The board discussed other fundraising ideas and Nick suggested that a committee be made. Jen suggested everyone should bring any fundraising ideas to the next meeting after the budget is approved.

* Our bylaws need to also be updated as Jen made a comment that there is a part in them that reflects back to when the library was in Hall School. Deb made a comment that about 2/3 or 3/4 of the by-laws were gone over and re-written correctly by her and Rebecca, but

now that Rebecca is no longer a board member, Karenann would need to check to see if a volunteer can help to complete this task.

Old Business- Deb asked if anyone had written letters to either Tammy Nuccio or Jeff Gordon regarding the ebook bills. Karenann said she had sent them emails.

* The board also discussed the library's emergency procedure. Deb was asked if she filed an injury report with the town and she replied "Yes.", although she does need to log her accident into the log book in the library.

Board Concerns- Nick brought up the issue of names of people under the age of 18 should be removed from videos, emails and minutes.

* Jen stated that she has seeds to start the seed library.

* Karenann made mention that she has twice seen people parking in the handicapped spots and then hobbling across the parking lot to the library doors. She wonders why the handicapped spots are set up like this. Ralph Tulis explained the complications of replacing three front parking spots with two handicapped spots and the implications of changing the sidewalk to accommodate this. Nick asked if this would be something that Troy could do. Ralph said "No." Jen asked about the range of monbey and Ralph replied "No idea."

Adjournment- Joy made a motion to adjourn the meeting. Karenann 2nd. Meeting adjourned at 8:13 PM.

*Respectfully submitted,
Joy Wrona,
Secretary*

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