

Willington Public Library  
Board of Directors  
Regular Meeting  
December 12, 2022

Roll call and establishment of quorum

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

**Call to order** 7:02 pm.

A quorum was established.

This meeting was held online via ZOOM.

**Minutes:**

The Minutes for Oct. 10, 2022: Elena made motion to accept, Kathy seconded it. 5 members voted in favor, one abstention.

The Minutes for Nov. 17, 2022: Joy made motion to accept, Elena seconded. Four voted 'aye', one 'nay', one abstention.

**Treasurer's Report:**

Beginning balance: \$179,845.37

Expenses (Nov.) \$ 15,478.26

Ending balance: \$165,261.99

We are on target for this year's budget.

**Director's Report:**

1. The November Raffle netted \$20
2. Patron count is down, but this could be because of the flu
3. 32 books purchased. Down because Baker and Taylor (a major vendor) has been down for a few weeks due to an internal problem there
4. Action Air repaired the HVAC system. They reported that the problem in the heat distribution was due to a broken part and was not due to lack of maintenance. They stressed that this was a repair, not neglect so they suggested that we should re-submit for ARPA funds to cover this.
5. Way Point Plumbing: The gutters were inspected on December 8 and a total of 1 leaf was found in them. The downspouts and the drainage pipes were inspected by camera. One drainage pipe had some debris which was cleaned out. It was not, however, clogged and the drainage was not impeded.
6. "We have placed green reflective tape around the light poles to further protect them from" being hit. This is as much as we can do without putting something in front of them.
7. ASPLUNDH has generously donated woodchips to the library.
8. SRP: Tish needs a copy of the minutes each month. She is on our mailing list so she has received them unless the email address has changed.
9. Holiday Glow: The library has been decorated inside and out for the holiday season. (Kudos to the library staff)
10. ALA (American Library Association) has announced a new grant initiative Libraries Transforming Communities: Accessible Small & Rural Communities. The Staff and the Board will try to take advantage of this.

**'Friends' Report:** Elena gave the Friends Report.

The membership is growing and younger people are very welcome to join

**CIP/ARPA:** Karen expressed her displeasure that one of the purposes of the town meeting tonight (during our meeting time) was to vote on bonuses for town employees. She said that this is NOT in the spirit that ARPA was intended.

*She thinks that the ARPA committee has not been fair to the library in that they keep saying that our requests are not legitimate, have not been submitted correctly, or need more information. We have not had our requests heard in public meeting yet.*

*Joan said that she went to the last ARPA meeting where our requests were discussed. She felt that the attitude of the commission was inappropriate and unprofessional. They seemed to be grilling Hope and Debbie and they were disrespectful to them. They seemed dismissive of facts that were presented (the reason for the gutter inspection and the OSHA requirements for the second door out of the office area). At the end of the ARPA presentation Erika Wiecenski asked what the library's contingency plans were, in case the requests were denied. Joan thought that was a very important question and after thinking about it, she realized that the answer was 'nothing'. She explained her reasoning saying that the town owns the building and therefore, the repairs that are needed are the town's concern. The library board and employees are willing to do the legwork to get the repairs done, but it is the town's responsibility to pay for them. This is why the library applied to ARPA.*

*Debbie added that the ARPA commission agreed to send three of the five parts of the first application (#39) to town hearing. These three things were: repairs to the wall outside the children's wing (\$11,100), the bollards to protect the light poles (\$8,100) and the emergency exit from the offices (\$5,800). The commission also agreed to bring one of the requests from the second application (#40), namely the gutters and downspouts (\$21,000).*

*Karen submitted our CIP applications. The next CIP meeting will be after the new year.*

*Rebecca made it clear that the bonus money being considered for town employees does not include any library employees.*

**Responsibility for the building:** *it is not clear if there was ever a formal agreement between the town and the library board as to the rights and responsibilities of each as concerns the building and the library funds.*

*The board acknowledged that it has money in investments, etc. but needs clarification about what these accounts can legally be used for. Some of the accounts are designated, by the donor, for specific uses. Others may be more flexible.*

**900 IRS Form:**

*We were granted an extension because this form was not sent to the IRS in time. We were waiting to get the figures from town so we could file. This is the third year that we have had to wait to receive what we need from the town. We are lucky we have not yet been fined for being tardy.*

**ALA Grant (American Library Association).** *ALA has announced a grant program that will be offering grants of \$10,000 or \$20,000. Applications should contain programs that serve people with disabilities within their communities. The library board and staff are interested in this grant if a disabled group that can use services is identified in Willington.*

**Election of Officers:**

*KarenAnn was re-elected chairman.*

*Joan will be the vice-chairman*

*Joy will become the new secretary*

*Rebecca will remain as treasurer*

**Budget:**

*Will have a regular meeting on Monday, January 9, 2023*

*Wednesdays January 18 and 25, 2023 will be budget meetings.*

**Propane Company:** *The directors received a bill for propane from a company that we have no contract with. We assume that someone in the town administration ordered this propane without letting the library directors know. The board will gather information on this new company and then decide whether to use them or stick with our previous vendor.*

**200<sup>th</sup> Anniversary:**

*Four events have been planned. All are designed to include as many citizens from the community in the planning*

- 1. March: Pot Luck dinner and dance (adults over 18)*
- 2. June: Family picnic and field day*
- 3. October: formal reception with all the trappings*
- 4. December: Pajama party with Santa at the library. For kids of all ages.*

**Meeting Dates:**

*Elena made a motion that the Library board will schedule its regular meetings to the second Wednesday of the month for the calendar year 2023, with the exception of the January meeting which will remain on the second Monday. Joan seconded the motion. It passed with 4 'ayes' and one abstention.*

*The meeting was adjourned at 9:13 p.m.*

*Respectfully Submitted,  
JoAnne Taraskiewicz,  
Secretary*

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TOWN CLERK