

# Willington Public Library Board Monthly Meeting Minutes

Time: January 10<sup>th</sup>, 2024 7:00 PM Eastern Time (US and Canada)

Present – Board Members: KarenAnn Caldwell, Kathy Ryan, Joanne Teraskowitz, Jen Tehan, Nick Telles; Directors: Deb Linares, Hope Gove; Board Member Joy Wrona joined for the Executive Session

Call to order at 7:04 pm

A motion was made to accept the minutes of December 2023 meeting, motion 2<sup>nd</sup> and voted; passed unanimously

Director's Report:

- The patron count for December 2023 was 1,038, greater than previous months, possibly due to holiday school break
- The ADT security alarm panel batteries need to be replaced every 5 year and must be added to the budget. Batteries and labor will amount to ~\$800 for the batteries and labor. The directors are waiting to find the date for replacement.
- The Library accountant Bill Navartil has retired. Mike Rubin is replacing him. There is no word as to whether this will cause a change in the yearly cost.
- The onboarding process with TAB (internet) has begun and the money has been approved. This requires removal of NOVUS and replacement with TAB. TAB wants to come to do the work at the same time NOVUS is there to smooth the process.

Treasurer's report:

- Initial Balance 155,504.50
    - Revenue \$2624.25
      - Miscellaneous \$670 from Book Shop
    - Expenses \$22,157.33
      - Office Supplies \$849.92 Toner
      - Building Maintenance \$1054.81
        - Switchboard on heart
        - Down payment TAB
    - Discussion: \$700 donation – would the Library prefer cash or the donation of a memorial bench? Directors stated there were already too many benches, so the money is better, but donor can specify what the money should be used for
- It is noted that the Town of Willington has a new treasurer, Douglas Roberts, whose 4-year term began January 1, 2024.

Old Business:

ARPA – nothing has changed, RFP has been submitted, but there has been no response yet

New Business:

Budget request was presented without payroll – the quantities in the document from the directors were discussed and modified as decided. The revisions will be presented at the January 24<sup>th</sup> meeting

Financial discussions moved into the finishing of the basement. Nick tells brought up a series of issues to discuss:

- Town resistance
- Maintenance money
- Is the money actually for the building – documentation needs to be found
- What is the evidence that a young adults would utilize the room? Would high school students prefer to stay at E.O. Smith, UConn or Barnes & Noble?

Responses:

- Library is free
- The young adult area could coordinate with schools – Joan has been very interested in pursuing this
- The library in the past had a teen advisory board – should it be reinstated? Discuss this with the new volunteer Autumn who is 17
- Kaylin has sent a survey this week and has visited ~30 libraries
- Reaching out to other libraries shows Ashford does not have a teen center, and a trip should be organized to visit the Tolland library to see theirs

Board Concerns

- Should the board meetings go back to hybrid? It can be tested and evaluated with Zoom at the next meeting?
- Nick made a motion that future meetings be held hybrid for the town only, the board should meet in person. Seconded by Jen. All in favor, motion passed unanimously. A Zoom link will be set -up for the meeting on the 24<sup>th</sup> of January.
- Board congratulations to the director's and Joan for the good job with the PJ party in December

Executive Session: Board Only Begun at 8:59 pm, adjourned 10:03 pm

Submitted by KarenAnn Caldwell, Chair

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TOWN CLERK