

# Farmington Libraries since 1901

## Library Board Minutes

March 20, 2024

**Attendees:** Dana Pescatello, Alan Sherman, Gary Ontko, Lyman Louis, Rich Olivastro, Celia Bouza, Linda Chapron, Maureen Bittner, Ida Franklin, Norma Hartley, Jocelyn Kennedy, Kate Martorelli,

**Board Members Not Present:** Trish Garcia, Henry Gu, Vanitha Patil, Keith Vibert

**Quorum:** A quorum was determined. The meeting was called to order at 7:00 p.m.

**Public Comment:** There were no members of the public present, and consequently, no public comments were made.

**Approval of the Minutes:** Lyman moved, and Maureen seconded; the February minutes were unanimously approved with two corrections.

### **Board Chair Report:** (Dana)

Dana reported that the 2024-25 budget for the libraries was presented to the FVGLA board on February 28th. Jocelyn gave the presentation and the budget was passed unanimously. The FVGLA agreed to hire a consultant to assess the status of the infrastructure of its buildings to include the Main Library, Barney and Stanley Whitman House) in order to plan for future expenditures. This discussion was prompted by the presentation of a draft of the Main Library's in-house report on upcoming expenditures, "Main Library Capital Expenditures FY 22-24," created by the Infrastructure Committee of the library board. The FVGLA will work on a proposal with motions to get this work underway.

The budget was presented to the Town Council on March 14th. Jocelyn made the presentation with library trustees present for support. The budget was approved within \$5,000 of the presented amount.

Dana reminded Trustees that they are members of the FVGLA Board of Trustees.

Jocelyn and Dana met with consultant Maureen Sullivan to discuss the upcoming strategic planning process and how she would be able to facilitate the process with the staff and board. Dana reminded the Board that it will engage in a "Values Workshop" at the April board meeting to kick-off the strategic planning process.

The Makers Fair will be held on Sunday, March 24th from 1-4pm. Board members are encouraged to attend. Name tags will be available for every trustee..

Greg Sieklicki has resigned his position as Facilities Manager. His last day will be April 8th. Jocelyn is exploring how to fill the position.

### **Executive Director Report:**

Jocelyn updated the board about several meeting and activities:

- The Children's Librarian Workshop was held here at the Main Library, coordinated by Sage Gentry – a CLA program.

- The new library director of the New Britain library toured the Main Library.
- Jocelyn went to Stamford for a CLC program entitled, "Reimagining Library Advocacy."
- Jocelyn met with Rose Ponte on a two-part series we are collaborating on – called the "Entrepreneurial Journey" to be held on April 23rd at 5:45.
- Jocelyn also attended the Town Retirement Board meeting to learn more about pensions.
- Work on staff wage equity continues.
- Paula Monte is retiring. It is a 28 hour/week position. The job market is challenging for new librarians.
- Last Saturday morning, a hate symbol was found in the area adjacent to the Barney library, Porter Memorial and Noah Wallace School. Police were contacted. The area was cleaned.
- Vision Work: Jocelyn explained the details of the vision work we will begin at the April meeting as part of the strategic planning process.

### **Finance Report:**

Expenditures as of February 28, 2024 are on track.

### **Committee reports:**

**Friends:** Linda reported that the membership letters had been sent out and that \$11,000 has already been received. She shared that the Friends will contribute \$11,500 for child, teen and adult programming for summer 2024. Also, the Friends approved museum passes and reported income of \$800-\$1000 per month in book sales. The Friends have re-established relationships lost during Covid with Hartford Corrections and will again contribute paperback books.

**Farmington Room:** Report given by Jocelyn who referred to Trish's written report. Jocelyn gave a short update and explained the Paul Kramer collection, a collection of Farmington historical documents, which has been donated to the Historical Society and will be temporarily stored in the Farmington Room. The documents need to be cataloged and itemized.

**Tech Committee:** Henry was absent. His written report stands.

**Facilities Committee:** Gary discussed the need for a comprehensive analysis of infrastructure in order to create a long-term capital plan for the libraries. He shared that the FVGLA wants to include the Stanley Whitman House in the assessment. The FVGLA will spearhead the process and supports using endowment funds to cover the cost of the assessment. The FVGLA plans to complete its work and to agree on a plan by January 2025.

A quote of \$38,000 has been received to paint the stairway, lobby area and second floor.

### **Adjournment:**

The meeting was adjourned at 8:10 pm. Lyman moved to adjourn. Ida seconded.

### **Executive Session**

Next Board Meeting: Thursday, April 18, 2024<sup>t</sup> at 6:00pm.