

# Farmington Libraries since 1901

## Library Board Minutes

September 18, 2024

**Attendees:** Dana Pescatello, Alan Sherman, Henry Gu, Lyman Louis, Rich Olivastro, Celia Bouza, Trish Garcia, Jocelyn Kennedy, Kate Martorelli, Ida Franklin, Gary Ontko

**Board Members Not Present:** Keith Vibert, Vanitha Patil, Norma Hartley, Linda Chapron

**Guests:** Brian Lindroth, Elisabeth Umpleby

**Quorum:** A quorum was determined. The meeting was called to order at 7:01 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 Celia seconded, the minutes were unanimously approved.

### Board Chair Report:

Dana introduced Brian and Elisabeth to the board, who are interested in joining the library board.

Dana informed the board that the FVGLA formed a new committee in September to address the organization's infrastructure needs, initially focusing on the two library buildings. The committee agreed that an architectural consulting firm should evaluate the condition of these buildings. Jocelyn and Gary are currently working on defining the scope of this evaluation.

Additionally, Dana mentioned that the planned summer strategic planning meeting was cancelled as the result of the board's decision to join the strategic planning cohort organized by the Connecticut Library Consortium. Consequently, the board aims to complete the strategic planning by mid-January 2025.

Dana also encouraged board members to volunteer for community conversations as part of the library usage research. Furthermore, the board will form a bylaw committee to review the current bylaws. Board members are also encouraged to attend various library programs and provide feedback.

### Executive Director Report:

Jocelyn updated the board on recent events at the library, including:

- The successful conclusion of the summer reading program.
- A staff development day focused on customer service, which will also be the focus this year.
- Training sessions on working with vulnerable people.
- The planned library closure due to electrical work on September 30.
- The resumption of regular Saturday hours.
- The commencement of the strategic planning team's work on September 11. The team currently includes Dana, Jocelyn, Alan, Monique Kucia, Jerusha Neely, and Shana Shea.

Jocelyn also informed the board of recent personnel changes, notably that Jerusha Neely has been assigned a two-year term as the local history librarian.

Additionally, Jocelyn presented the draft of the Performance Appraisal Policy. The board decided that an email vote for approval will be held after an addition is made to the draft.

Finally, the board unanimously approved the library's holiday closure dates for 2025, with Lyman moving the motion and Gary seconding it.

### **Committee Reports:**

**Infrastructure Committee:** Gary updated the board on the committee's work regarding the scope of the library infrastructure assessment. An infrastructure firm will be hired to evaluate the condition and remaining service life of the facility's elements, as well as the costs of upkeep and replacements. The consulting firm will also assist in creating a capital plan for the library's infrastructure needs over the next 7 to 10 years.

**Friends of the Library:** The Friends had a successful book sale in June, raising about \$10,000. They also approved the library's funding request for \$7,667 for programs scheduled from December to February at their September meeting.

**Technology Committee:** The library has replaced the computers in accordance with the computer replacement cycle plan. Additionally, the library acquired five new Internet hotspots for lending, replacing the aging equipment. The library is also looking to improve the functionality of the boardroom's multimedia system and explore options to replace the community room's aging projector.

**Farmington Room:** Trish informed the board that History Librarian Jerusha plans to make the Farmington Room more accessible to the community and enhance community engagement. She also confirmed that excessive moisture remains an outstanding issue in the Farmington Room.

**Nominating Committee:** The nominating committee recognized the need to recruit new board members to replace those who will be leaving next year.

### **Adjournment:**

The meeting was adjourned at 8:50. Gary moved to adjourn, seconded by Lyman.

Next Board Meeting: November 20, 2024 at 7:00pm.