

**AMENDED MEETING MINUTES**  
**Cromwell Library Commission**  
**Regular Meeting**  
**Monday, February 12, 2024**  
**at 6:30 p.m.**  
**The Arch Room**

RECEIVED FOR RECORD  
Mar 12, 2024 10:21A  
JoAnn Doyle  
TOWN CLERK  
CROMWELL, CT

**Present:** Chairman Kathy Newton, Marie Roberto, Barbara Grotheer, Margaret Colella, Christina Schatz, Pat Branciforte, Martha Rennie

**Also Present:** Library Director Kara Canney, Gerald Seagrave, Paula Luna

**1. Call to Order:**

The meeting was called to order by Chairman Kathy Newton at 6:30 p.m.

**2. Approve/Amend Agenda:**

A motion was made by Barbara Grotheer to approve the agenda for Monday, February 12, 2024, seconded by Marie Roberto. *All in favor; motion passed.*

**3. Approval of Minutes of January 8, 2024:**

A motion was made by Pat Branciforte to approve the minutes of January 8, 2024, seconded by Barbara Grotheer. Martha Rennie abstained. *All in favor; motion passed.*

**4. Town Council Liaison Comments:**

Councilwoman Paula Luna stated that there will be a Town Council meeting Wednesday night, 2/14.

The groundbreaking ceremony for the new middle school will be on 2/21 between 4:30 and 5 p.m. at the middle school site.

Mayor Demetriades and Town Manager Tony Salvatore are publishing monthly newsletters in local newspapers about what is going on in town.

Budget workshops are scheduled for early March; March 4, 6 and 11.

A new curbside collection pickup pilot program is beginning. There will be an upcoming press release on the town's website, through social media and in local newspapers. You can schedule the pickup through the town hall. Pickup days are limited to Wednesday and Friday, and the cost will vary between \$2.50 and \$20.

**5. Citizens' Comments:**

Mr. Seagrave stated that The CT State Library has a lot of new employees; a new library technician, a new director of genealogy, a new law librarian that came over from one of the other law libraries, a new reference librarian who used to be at the Russell Library, and a new

operations manager. A lot of people have retired and the positions weren't filled for a long time.

## **6. Reports:**

### **Chairman's Report –**

Chairman Kathy Newton had a brief discussion regarding Martha, Marie and Margaret's reappointments this month. A new chairman will be elected in March.

### **Library Director-**

**Staffing** - Fully staffed and new chart with photos. We have been experiencing books not being checked in and returned to the shelf. All staff have been met with to discuss this issue. If the problem persists we make protocols for checking in materials.

**Strategic Plan** -Staff will be meeting every other week to continue our internal plans/goals/mapping of next steps.

**Budget** - Director Canney met with the Town Manager this week for review of the library budget.

**Correspondence** - The ACLB (Association of Connecticut Library Boards) sent a letter to Director Canney asking the Library Commission to join, as a group.

**Newsletter/Spring Programming** - Available now!

**Belden Room** - Yet another meeting followed by a visit from Ken Eldridge. Waiting on a recommendation(s) from Silver Petrucelli.

**Town Council** - Presentation went well. Director Canney is unsure whether she will be asked to attend the Budget Workshops.

**CLA Annual Conference** - Emily, Frances, Stephanie and Karlyn will be attending this year's conference in April.

**CRPA/ALA Annual Conference** - Director Canney will be attending the CRPA showcase next Friday and ALA Annual Conference in June.

### **Programs to Note:**

**Plant Swap**-March 21, 6:30 PM

**Composting 101**-April 18, 6:30 PM

**Paint Your Pet!** -April 22, 6 PM – Water color painting.

**Eclipse Viewing**-April 8, 2:45 PM. We will have eclipse glasses! This event will take place during the April school vacation.

**Statistics –**

Circulation is up and the door count is steady. Programming stats are looking great; the only thing that may go down is public computer use because people have access to things. Director Canney just renewed Ancestry .com.

**Finance Report –**

Director Canney stated that of the remaining \$17,508.89 in the budget, \$8,000 of it will be spent for Hoopla. There will be a staff budget meeting with Director Canney, Emma and Emily to see where they are with spending their money.

A motion was made by Barbara Grotheer to accept the Library Director's Report and Finance Report, seconded by Margaret Colella. *All in favor; motion passed.*

**7. Old Business:**

Director Canney was complimented by Margaret Colella for giving an interesting and well-done presentation during her budget presentation to the Town Council. Director Canney explained the procedures and process of the reconsideration of materials, along with other handouts.

**8. New Business: None**

**9. Other:**

Chairman Newton mentioned the *Friends* book sale coming up on Mother's Day weekend.

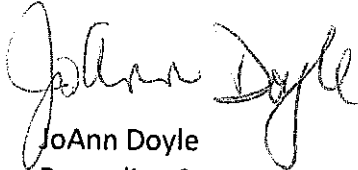
**10. Next Meeting Date:**

The next meeting date is Monday, March 11, 2024.

**11. Adjournment:**

A motion was made by Marie Roberto to adjourn at 7:30p.m., seconded by Barbara Grotheer. *All in favor; motion passed.*

Respectfully submitted,

  
JoAnn Doyle  
Recording Secretary